

**ELYSIAN CITY COUNCIL
REGULAR MEETING
JANUARY 13, 2014
6:00 P.M.**

The Elysian City Council met in regular session on Monday, January 13, 2014, at City Hall at 6:00 p.m.

Meeting opened with the Pledge of Allegiance to the US Flag.

Roll Call: Mayor Clinton Stoen: Councilmembers Tom McBroom, Edna Thayer, Brian Ziemer, Administrator Patricia Nusbaum, Deputy Clerk Lorri Kopischke, Public Works Director John Roessler, Ron Greenwald Assistant Public Works Director, and Attorney Jason Moran. Absent: Mary Opsahl.

On motion by Ziemer, seconded by Thayer, all voting in favor, minutes of December 9, 2013 and December 30, 2013 were approved as presented.

On motion by Stoen, seconded by McBroom, all voting in favor, to approve the agenda with the addition of the Museum under Administration, adding Roessler under Public Works, and to include an additional \$2,000 to bills approval.

No one was present for Public Comment time.

On motion by Stoen, seconded by McBroom, the following designations for 2014 were approved as presented. Voting Yes: Stoen, McBroom, Opsahl, Thayer. Voting No: Ziemer. Motion declared carried.

- 1. Mayor Pro Tem Mary Opsahl**
- 2. Official Depository - Elysian Bank and Northland Securities**
- 3. Official Publication – Elysian Enterprise**
- 4. Auditor – Burkhardt & Burkhardt, LTD**
- 5. Legal Counsel – Christian, Keogh, Moran, King - Attorney Jason Moran.**

On motion by Stoen, seconded by McBroom, to approve the following designations: Voting Yes: Stoen, McBroom, Opsahl, Thayer. Voting No: Ziemer. Motion declared carried.

- 6. EDA**
 - Member from Council - Tom McBroom - 1 year term**
 - Member from Council – Mary Opsahl - 1 year term**
- 7. WEM Community Education Advisory Board – Edna Thayer - 1 year term**
- 8. Park Committee**
 - Member from Council - Mayor Clinton Stoen - 1 year term**
 - Member from Council - Tom McBroom - 1 year term**
 - Member from Staff – Ron Greenwald - 1 year term**

9. Fire Relief Association
 - Member from Council – Mayor Clinton Stoen - 1 year term
 - Member appointed – City Administrator–Patricia Nusbaum-1 year term
10. Joint Fire Board Representative – Mayor Clinton Stoen
11. Approval of Fire Chief & Assistants
 - Jason James, Chief
 - Josh Thompson– 1st. Assistant
 - Eric Muellerleile - 2nd. Assistant
12. Emergency Management
 - Director – John Roessler
13. Regular Council meeting time and date: Second Monday of each month at 6:00 p.m. unless otherwise designated.

Discussion was held on the hardship to get members of the community to volunteer to be on the Elysian Planning and Zoning Commission. On motion by Thayer, seconded by Ziemer, all voting in favor, to hold a public hearing on February 10, 2014 at 6:00 p.m. to consider amending Ordinance #24 An Ordinance establishing a Planning and Zoning Commission for the City of Elysian, from a seven member Commission to a five member Commission.

Public Works – Roessler/Greenwald

Ron Greenwald explained to the Council that he had met with the City Building Inspector and the Lake Francis Park restrooms were approved as a handicap facility with a few minor things to be updated. On motion by Stoen, seconded by Ziemer, all voting in favor, to approve the moving ahead with the handicap accessible grab bars, the outdoor plaques on the door to include Braille. Also, to look into the replacement of one of the doors, and if needed, to allow a new door to be installed.

John Roessler briefed the Council on a major problem at the west pumphouse regarding two malfunctioning heaters that have become obsolete. On motion by Stoen, seconded by Thayer, to approve \$2,824.50 bill for one heater. After further discussion, Mayor Stoen retracted his prior motion, and made a motion, seconded by McBroom, all voting in favor, to approve the heater for one side of the pumphouse in the amount of \$2,824.50 and a second heater in the amount of \$2,146.00.

Councilmember Ziemer and the Council thanked the Public Works employees for their good snow removal work.

Administrator's update:

Nusbaum explained the request for the City of Elysian to be supportive of a request from the Lake Francis Lake Association to again this summer to have an inspector stationed at the DNR Public Access on the East edge of Lake Francis with the Lake Francis Lake Association paying all costs for the inspector. This year there is a request from DNR for grant funding to apply to the costs of hiring an inspector. On motion by Ziemer,

seconded by Thayer, all voting in favor, to approve the inspection program, and to make an application for a local government unit grant from the DNR to help defray the expenses.

Mayor Stoen stated that there still is no meeting set up between the representatives of Le County Commissioners, City Council, and the Le Sueur County Historical Society which has been a request of the Elysian City Council since October, 2013. Three letters, one from one of the Attorneys from the Society, and two responses from Attorney Moran were presented to the Council regarding communication the City Attorney had had with an Attorney for the Historical Society. Attorney Moran in his response had invited representatives of the Le Sueur County Historical Society to attend the Council meeting and answer some questions. The response from one of the Society Attorneys, Attorney Urban, was that they could not be in attendance due to other commitments. Attorney Moran was authorized to invite them to the February meeting.

The following resolution was presented by Mayor Stoen, seconded by Councilmember McBroom:

**CITY OF ELYSIAN
ELYSIAN, MINNESOTA**

RESOLUTION 436-14

**RESOLUTION ACKNOWLEDGING A DONATION FROM
ELYSIAN FIRE DEPARTMENT RELIEF ASSOCIATION**

WHEREAS, the City of Elysian has received a donation in the amount of \$10,000 from the Elysian Fire Department Relief Association, designated for tax relief,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ELYSIAN, MINNESOTA THAT: the City Council of the City of Elysian acknowledges and accepts the \$10,000.00 donation from the Elysian Fire Department Relief Association and have designated that the donation be disbursed as follows: \$7,000 to the Fire Fighter Pension Fund and \$3,000 to the Fire Department Joint Board account to be used for uniforms.

BE IT FURTHER RESOLVED THAT: The Elysian City Council expresses its thanks and appreciation for the donation.

Councilmember Stoen introduced the resolution and was seconded by Councilmember McBroom.

Council Members voting in the affirmative: Stoen, McBroom, Thayer, Ziemer.

Council Members voting in the negative: None.

Council Members abstain: None.

Adopted by the City Council of the City of Elysian this 13th.day of January, 2014.

CITY OF ELYSIAN

Clinton James Stoen, Mayor

ATTEST:

Patricia Nusbaum, City Administrator

City Engineer Chris Cavett, representing SEH Engineering was present to answer questions regarding the approving of the engineering agreement for engineering services for the City of Elysian. On motion by Stoen, seconded by Thayer, all voting in favor, to approve the engineering agreement with SEH, Short Elliott Hendrickson, for the City of Elysian for 2014.

On motion by Ziemer, seconded by McBroom, all voting in favor, to approve bills, payroll, and transfers in the amount of \$29,430.19.

Public Comment:

Roger Hanson – 309 Third Street NW – What I have in mind is in looking at the City of Elysian Web site, I looked at it just before I came down here, the city announcements, the last time anything was changed was August, 2013, city minutes that should be on the site were last posted from September 19, 2013 meeting, EDA last on posted from July 18, 2013. I would like to ask if you can find a way to get this stuff updated. There are announcements for Halloween. Now, this does not make any sense. It needs to get up and running in a timely manner.

EDA Administrator Kopischke addressed Hanson's concerns and stated the EDA had hired a new webmaster and he is working on the site and it should be going live sometime this week. We ran out of hours with Voyageur Web, and now it will be hosted by go.daddy, the webmaster will be Tony Deno.

Hanson stated that they are easy to do and I know, because I have done some, it does take a while. We have something good we need to keep it up keep it running like it should.

Marge Pribyl – 45 Egret Lane – Talked about the Historical Society a couple meetings ago, I mentioned my friend that had applied for membership in the Society and it took about 6 months to finally get her membership approved. She finally got approval in November, 2013. I was having lunch with that friend today and she said that now she got a letter wanting her to donate to the saw mill fund. There was a big splash in the paper about how much they had and I did not realize that they call on members to help contribute. She said she just put the letter in the file.

Jason James – 43911 43rd. Street - Talking about the Museum, he asked if anyone had been in the Museum in a couple of year? It is a mess. Absolutely terrible. The last time I was in the Museum, there was no heat. One whole room was all torn apart, there's pictures, prints stacked against each other along the wall. So, if we can do whatever we can do to get the Museum up and running again, I am all for helping on whatever I can do to help. I would like to see it going again.

On motion by Stoen, seconded by McBroom, all voting in favor, meeting adjourned at 6:54p.m.

**Patricia Nusbaum
City Administrator**

**ELYSIAN CITY COUNCIL
REGULAR MEETING
FEBRUARY 10, 2014
6:00 P.M.**

The Elysian City Council met in regular session on Monday, February 10, 2014, at City Hall at 6:00 p.m.

Meeting opened with the Pledge of Allegiance to the US Flag.

Roll Call: Mayor Clinton Stoen: Councilmembers Tom McBroom, Mary Opsahl, Brian Ziemer, Administrator Patricia Nusbaum, Deputy Clerk Lorri Kopischke, Public Works Director John Roessler, Ron Greenwald Assistant Public Works Director, and Attorney Jason Moran. Absent: Councilmember Edna Thayer.

A public hearing was held for the consideration of input from the public on the amending of the Planning and Zoning Ordinance, Ordinance # 24 - Establishing a Planning and Zoning Commission for the City of Elysian. The amendment consideration was for reducing of the Commission from a seven to a five member Commission. City Zoning Administrator Nusbaum offered the following presentation stating the importance of the Planning and Zoning Commission and the work they do.

In 1980 the Elysian City Council passed an ordinance establishing a City Planning and Zoning Commission. In that ordinance it calls for a Commission to consist of seven members. Over the years the various Councils have considered lowering the number of the members of the Commission to a number less than 7. The number usually considered was 5 due to the Council wanting an uneven number in case of a tie.

The Planning and Zoning Commission are a very vital advisory commission to the City Council. The Commission deals with all the developing and updating approximately every 5 years of the Comprehensive Land Use Plan. The plan, after much input from the citizens, is then approved by the City Council. In August of 2013 the updated Comprehensive Plan was approved.

The Commission is also responsible for the development of the Zoning Ordinance and the updating of the Zoning map. The zoning ordinance and zoning map are based off the Comprehensive Land Use Plan, which again does not become effective without Council approval.

The Planning and Zoning Commission review all new development plans and work with the developers and engineers until the plans are ready for Council review. The Commission holds a public hearing on the plans and then presents to the Council for approval. The Commission also hears all conditional use and variance requests, to include all non-conforming uses.

The Commission also performs duties and reviews as are requested by the Council. Such as researching and making recommendation on ordinances updating, including gathering material on new ordinances.

The Commission also yearly look at yards of homes in the City and make a recommendation to the Council as to a cleanup if warranted, and also any other duties so assigned by the City Council.

Tonight, the Council is being asked to consider amending the ordinance to five members or to leave as is with a seven member board.

As Zoning Administrator for the City of Elysian, I would like for the Council to consider going to a five member commission for the following reasons:

1. A seven member board is a large board in which to work. When the ordinance was first passed, it was thought that more members would be better, but with the Public hearing process on most all of the reviews that are done by the Commission and with review by the Council, there is plenty of input that happens after the proposals have been presented.
2. Planning and Zoning Commission is not a glory position, but a huge help for the Council so that decisions can be made. Planning and Zoning is somewhat of a complicated process and all members must be willing to learn the process and maybe be somewhat knowledgeable of the process. For that reason it has been difficult for the Council to get persons from the public that are interested in serving.
3. Lastly, many times when working on development plans or issues with individual property owners, confidentially is necessary. With a smaller board, it is somewhat easier to keep confidentially.

Public Comment:

Mike Kauss – 6 Egret Lane – I was the chairperson for over a year on Planning and Zoning and was a member for about three years total. I do not think it is a problem to reduce to five members, I think Pat has given good reasons. But I'd like to throw out that

if you talk about it being so important to the city, as Pat emphasized on several occasions, that the current City Council might consider remunerating those people that are on the commission. It is the only one (Commission) that during the prior Administration it's funding was taken away from the members, they were not getting much to begin with, but if you really want people to care and do stuff for the City, you need to make them feel important too. I am no longer on it (Commission) and have no desire to be on any longer, but I think it would be good to give them back the stipend they had, especially if you expect them to do the work that you want done.

There were no written comments. Planning and Zoning Commissioner Gary Buchschacher verbally sent a message through the office stating that he would like to see the Council consider a five member Commission. Hearing was closed at 6:10 p.m.

On motion by Ziemer, seconded by Opsahl, all voting in favor, minutes of the January 13, 2014 regular meeting were approved as presented.

On motion by Ziemer, seconded by McBroom, all voting in favor, the agenda was approved with the addition of the following items:

1. Museum membership results
2. Report on LCHS attending meeting update

Public Comment:

Mike Kauss – 6 Egret Lane – As you proceed to take a look at whether you are going to have a five or seven membership on the Board, I would like to recommend that you be consistent in how you select people. I went through a period of time where I had to make an application, I had to come in front of the City Council, I had to answer questions about myself and my background, which I had no problem doing. Shortly, thereafter the next Mayor just decided to appoint people. I think if you are going to have a process, it should be the same for everybody. If you want to find out about people when they apply, I think you should have them come in talk to the City Council and let the public hear what they have to say, not just someone picking someone because they know them or like them or for whatever reason.

Public Works

1. Ron Greenwald brought to the Council's attention the need for a professionally painted sign for the Lake Francis Beach area. The old sign is in deteriorated condition. Park Committee will review the rules for the sign prior to having a new sign printed.

2. John Roessler asked the Council to consider quotes for new tractor tires. The quotes were as follows:

- 1. Wholesale Tire – Morristown - \$1,388**
- 2. Good Year – St. Peter - \$1,487**
- 3. Good Year – Faribault - \$1,453**

On motion by Stoen, seconded by Opsahl, all voting in favor, to approve the quote from Wholesale Tire – Morristown in the amount of \$1,388.

3. Roessler also brought up the law on reflectivity for all signs in the city including street signs. This matter will be discussed at the next regular meeting.

Administration:

Discussion was held on the consideration of amending Ordinance #24, reducing the Planning and Zoning Commission from seven members to five members.

To address the public comment concern as to the process for making application to be on the Commission, applications will be required of each applicant and prior to the next regular meeting, Mayor Stoen and City Administrator will review the application(s) and one will be brought to the Council for approval.

Discussion included reinstating a monthly stipend for the Commission. It was decided to revisit this when preparing the 2015 budget, since there are no funds budgeted in the 2014 budget.

On motion by Ziemer, seconded by McBroom, all voting in favor, to approve the following amended ordinance:

**CITY OF ELYSIAN
AMENDED ORDINANCE #24**

**AN ORDINANCE ESTABLISHING A PLANNING COMMISSION FOR THE CITY OF
ELYSIAN**

The City of Elysian, hereby ordains according to and for the reasons stated in MSA 462.351 and MSA 462.354, Subdivision 1:

Subd.1. The Commission shall consist of five members appointed by the Council as follows: One (1) member shall be a member of the City Council, who is appointed for a one year term; four (4) members who are residents of the city, are appointed by the Council for a three (3) year term. Every three (3) years, two (2) members of the Commission shall be

reappointed by the City Council or City Council shall appoint new members.

The City Council member shall be appointed to serve until such time as a successor is appointed by the City Council. Any Commissioner position that shall become vacant shall be filled by the City Council for the unexpired term of office, and upon the expiration of any term of office, the member appointed to the position for which such term has expired shall continue to serve until such time as a successor is appointed and qualified to assume office. Compensation for members of the Commission shall be determined by the City Council.

Subd. 2 The duties and responsibilities of the Planning Commission shall be as follows:

- a.** Adopt rules for the operation of the commission, including rules pertaining to the election of officers.
- b.** Conduct meetings, open to the public and in conformity with the state open meeting law, as such times deemed appropriate by the Commission.
- c.** Maintain permanent minutes and records of Commission meetings and proceedings, and file such records with the City Clerk.
- d.** Advise the City Council regarding planning matters, and assist the City Council in the maintenance of a Comprehensive Land Use Plan.
- e.** Perform such reviews and make such recommendations, as may be requested or required by the City Council.

This Ordinance shall take effect thirty (30) days from the date of its adoption and due publication thereof.

Attest:

Patricia Nusbaum City Administrator

Mayor Clinton Stoen

Adopted this 10th. day of February, 2014

On motion by Stoen, seconded by Opsahl, all voting in favor, to appoint Mayor Stoen to represent the Council on the Planning and Zoning Commission for a one year term.

On motion by Ziemer, seconded by Stoen, all voting in favor, to approve a special meeting (workshop) to be held on February 20, 2014 at City Hall at 5:00 p.m. to discuss consideration of a full time public works employee.

Nusbaum reminded the Council of the Board of Appeal and Equalization Open Book Meeting for 2014 – Tuesday, April 15, 2014 from 10:00 a.m. to 6:00 p.m. at the Office of the County Assessor, Le Sueur County, Le Center, MN.- Waseca County – Monday, April 14, 2014 to April 17, 2014 – 8:00 a.m. to 4:30 p.m. - Office of the County Assessor.

A big “Thank You” to Tim Bengtson and his crew for putting up and taking down the Christmas decorations on Main Street.

On motion by Ziemer, seconded by Stoen, all voting in favor, to hold a special meeting (workshop) on Thursday, April 10, 2014 at 5:00 p.m. with the City Engineer.

On motion by Stoen, seconded by Ziemer, all voting in favor, to accept the resignation of Tim Bengtson from the Elysian Fire Department. Council expressed their thanks for his many years of service.

At the next regular meeting discussion and updates will be given on the Lake Francis restoration project which is being considered for the park area.

Mayor Stoen asked if any of the Council had received their membership to the Le Sueur County Historical Society. No one had. Stoen stated that he had been in communication with Le Sueur County Commissioner Rohlfing, but no date had been set to get into the Elysian Museum Building. Attorney Moran stated that he had twice asked if the Society representatives could be at the Council meeting, but did not receive a response.

On motion by Bills, payroll, and transfers were approved in the amount of \$126,041.62.

Public Comment:

Mike Kauss – 6 Egret Lane – I have lived here for six years and all I have heard of is a lot of talk about the Historical Society. That’s all I have ever heard. You send a letter, send an e-mail to so and so, so and so.

Who is the authority? Who is the overall authority? Whether that building can be open or not. If it is the Le Sueur County Commissioners, why don’t we get a contingency of people and go to Le Sueur County Commissioners meeting and stand up and voice our concerns. I have been here for six years and all I have heard is more talk about more talk, about more talk. I appreciate everything you are trying to do, but it is like who the heck

has the final authority? Do we need to go to a judge? Do we need to go to the State?

My tax dollars are going to a building that isn't even open. I am tired of it. I am not even sure that I even understand as to how it ever got to the way it got, but if someone has some authority, the question is, why is the Le Sueur Commissioners giving money to whoever this person is to do whatever she is doing with no accountability? Someone has to asking these questions. Is there a Judge that rules this or are these guys just a bunch of flakes. I am willing to tell them that. I do not have a problem doing this. They work for me as far as I am concerned. I am just as member of the community, I am just telling you that I am frustrated and as I am sure you are frustrated, but there has to be another step. We have a Barrister sitting here, he has got to have an idea that goes above contacting this other Attorney. There's got to be somebody more powerful above that attorney that is getting this money and doing stuff, and how did this women ever get the keys?

City Attorney Moran stated that the County Commissioner's would be the higher authority. The Commissioners budget a certain amount of funding each year for the Le Sueur County Historical Society. The Le Sueur County Historical Society is an incorporated non-profit society and has a Board that runs the society. The Society funnels the money to the various sites, one of those sites is the Elysian Museum.

Regarding Kauss's question, he suggested that a group of like-minded people go to the Le Sueur County Commissioners and air your concerns.

Jason Moran – Kilkenny - I just want to go on the record here tonight and Tim Bengtson is not here tonight, but we accepted his resignation from the Elysian Fire Department tonight. I have known Tim Bengtson for a number of years. He has been on the Fire Department for more years than I can remember. What an asset to the City of Elysian. To accept his resignation here tonight, this is kind of a special event. Tim is an excellent guy, hard working guy, given his life to this community. If he were here, I would thank him.

On motion by Stoen, seconded by McBroom, all voting in favor, meeting adjourned at 6:48 p.m.

Attest:

Patricia Nusbaum, City Administrator

Clinton Stoen, Mayor

**ELYSIAN CITY COUNCIL
REGULAR MEETING
MARCH 10, 2014
6:00 P.M.**

The Elysian City Council met in regular session on Monday, March 10, 2014, at City Hall at 6:00 p.m.

Meeting opened with the Pledge of Allegiance to the US Flag.

Roll Call: Mayor Clinton Stoen: Councilmembers Tom McBroom, Mary Opsahl, Edna Thayer, Brian Ziemer, Administrator Patricia Nusbaum, Deputy Clerk Lorri Kopischke, Public Works Director John Roessler, Ron Greenwald Assistant Public Works Director, and Attorney Jason Moran.

On motion by Ziemer, seconded by McBroom, all voting in favor, minutes of February 10, 2014 were approved as presented.

On motion by Ziemer, seconded by McBroom, all voting in favor, to approve the agenda with the addition of discussion on a city rental ordinance.

Le Sueur County Sheriff Dave Tietz and Chief Deputy Brett Mason were present to introduce themselves to the Council and those present. Tietz stated that all had been quiet in the City. He indicated that he wanted to put an update in Elysian's City Newsletter each month, just to let the citizens know what was going on. Chief Deputy Mason briefly talked about the evergreen program which is a communication program so that in cases of emergencies through phone, e-mail or other means of communication word could spread quite quickly. He stated that the County Commissioners would be reviewing the program and costs of which there would be more information at a later date. He stated that Rice, Scott, Nicollet Counties had comparable programs and the cost would be around \$11,000.

No one was present for Public Comment time.

Public Works – Roessler/Greenwald

- 1. Roessler – Water lines are freezing, one main and two service lines are frozen. Roessler requested that all residences and businesses be notified to allow one water tap to run at a steady stream no bigger than the size of a pencil. He requested that it be run day and night until April 10th. The purpose of the water running is to help to keep the service lines to each home and business from freezing and to help to keep open the main lines running in the street. It would be hoped that by doing this it will keep the property owners from having to dig**

up frozen pipes running on their property and to try to keep the main lines open so that an even greater cost can be spared from having to dig up the street and replace the blacktopping. On motion by Ziemer, seconded by McBroom, all voting in favor, a letter will be delivered to each business and household the day following this meeting explaining the concern of freezing water service lines and mains, and why all properties with a water hookup, are asked to run their water at a pencil stream until April 10, 2014. The Council allowed \$30.00 on the next utility billing for each water hookup to help defray the costs for running the water. After the next billing, a look at each account as to usage will be reviewed. Contact will also be made by Face Book, e-mail, and phone.

Administration – Nusbaum

- 1. Brian Barnett, 1198 Lake Francis, President, Lake Francis Association, presented to the Council the proposed shoreline restoration project to be considered for placement at the end of Third Street NW along the lakeshore. The size of the project is 30 feet wide by 100 feet long. A grant was applied for and received by the Le Sueur County Environmental Services from the Environment and Natural Resources Trust Fund through the Legislative-Citizen Commission on Minnesota Resources. The grant received is in the amount of \$23,000. The considered project will be approximately \$10,000. The project will be accomplished by help from the Lake Francis Lake Association and other volunteers from the community. The City of Elysian will be involved with in-kind use of city equipment. The City will receive the grant funds and will disburse all expenses. On motion by Opsahl, seconded by Thayer, all voting in favor, the City Council authorized the signing of the contract to move ahead with the project.**
- 2. A special meeting workshop was set for March 17, 2014, at 5:00 p.m. at City Hall to discuss the consideration of a full-time Public Works Worker.**
- 3. Attorney Moran explained the policy for sign retroreflectivity and the mandated guidelines for the city to be in compliance in updating all street and traffic directional signs. Council approved policy as written. On motion by Thayer, seconded by Ziemer, all voting in favor, to adopt the retroreflectivity policy as presented.**
- 4. Mayor Stoen introduced Shawn Anderson, 205 Third Street NE, and asked for approval to be placed as a Commissioner on the Elysian Planning and Zoning**

Commission. On motion by Stoen, seconded by Thayer, all voting in favor, to appoint Shawn Anderson to the Elysian Planning and Zoning Commission.

- 5. Nusbaum stated that Mid Continent Cable Service have completed the updating of lines in the City of Elysian and will be in the area the next three weeks talking with residents regarding the new upgrade of the cable and internet service.**
- 6. On April 10, 2014 at 5:00 p.m. a workshop meeting will be held with the City Engineer on local improvement needs.**
- 7. Board of Appeal and Equalization Open Book Meeting for 2014 – Tuesday, April 15, 2014 from 10:00 a.m. to 6:00 p.m. at the Office of the County Assessor, Le Sueur County, Le Center, MN. - Waseca County – Monday, April 14, 2014 to April 17, 2014 – 8:00 a.m. to 4:30 p.m.- Office of the County Assessor.**
- 8. Nusbaum asked the Council, knowing that they were aware of a large building on Elysian's Main Street that is presently sitting empty, to try to be diligent and all work together to see if there would be an opportunity in attracting a business. If there is anyone on the Council who might know of someone looking for a building, to contact City Hall or the EDA so that a discussion could be held? Also consider any other empty or closed buildings that could enhance business or visitor traffic to Elysian, and to encourage owners of the buildings to contact City Hall for discussion on helping getting the buildings open for business.**
- 9. Since the Planning and Zoning Commission had worked on a recommendation to the Council to consider a rental ordinance, the ordinance will be placed on the April agenda for further review.**

Mayor Stoen spoke regarding still not having received word from the Le Sueur County Historical Society. He stated that his concerns were being ignored by the Le Sueur County Historical Society Board regarding his application for membership and the re-opening of the museum. He said it is getting very difficult to show support and to help them to better the museum when they will not let you join the organization. All we are trying to do is to support it. It is not coming from the City Council of Elysian, it is coming from citizens. Citizens would like to see it re-opened. I am a citizen, Tom is a citizen, we all are citizens, we just want a viable way to get it open and we keep getting denials.

Attorney Jason Moran – stated that we have invited them to come to meetings, but they do not come to meetings. Today we got a hostile letter, e-mail from Jen Urban, their

attorney, basically chastising us for discussing the museum and for us discussing the idea of trying to get it up and running again. We will continue to discuss what we believe concerns the general welfare of the City. The city would like to see it open again. I can certainly share the e-mail from Ms. Urban. It goes into detail slamming a couple Councilmembers, slamming the City Administrator, basically trying to tell us what we can or can't do, and what we should or should not be discussing at our meetings. We will be discussing items that concern the welfare of the city of Elysian. If Ms. Urban has a problem with that she can show up at a Council meeting and she can speak for herself rather than sending out nasty e-mails to Pat, Lorri, and to me (Attorney Moran).

The Council discussed the possibility of getting on the Commissioners agenda within the next couple of weeks to address their concerns with the Museum continuing to be closed.

On motion by Ziemer, seconded by Stoen, all voting in favor, bills, payroll, and transfers were approved in the amount of \$74,336.11.

Council thanked John, Ron, and Max for their great job of plowing and removing of snow throughout the city.

Public Comment:

Mike Kauss, 6 Egret Lane - I think you made the comment regarding the Historical Museum. I would think if you can get on the agenda, I think it would behoove us to let every citizen in the community know so that more of us can go to the meeting. Those Commissioners are elected, and I would be glad to stand up and tell them that if they do not do something, I will do everything I can so that they don't get elected. I really mean that. It is a joke. It is a ping pong game. If they are giving my tax dollars away to some organization to do something and I do not see any benefit, then I will hold them accountable.

It has been an unusual winter, and I definitely want to thank John, Ron and Max for work they have done. I got an infant idea. I have watched them work and I know how hard it is to take and use the front end loader, the skid loader, take the snow out in the middle of the road and take and dump it by the building, come back and get it and take it and dump it. Eventually, they get so much down there they have nowhere to put more, so they have to take the snow and haul it somewhere. I do not know where they haul it to, but I am glad it is not at my place. I think it is the time for the city council to take a look at getting more modern equipment. It may cost money. If we have more winters like this one you are going to have problems with overtime. I was going to ask for those figures, but I will not at this point in time. We need to take a look, there are equipments out there that you can go down the street where you can snow blow it right into a truck and they can then haul it away. I

think it is time for this city to take a look at that because you are spending a lot of money in overtime, but it is not just the overtime, but you are wearing the people out, and you cannot get to the street fast enough. This last snow fall, and I am very appreciative of what they do, our streets were not cleared until 3:30 p.m. in the afternoon of that snow problem we had. There are a lot of people out there that are older who will not go in their cars unless they have to, they are not going to be able to handle it. I know this city does everything they can and I appreciate it. I think it is time whether it is Johnny, Ron, or someone else who is here, I think we need to look into some more modernized equipment, whether it be the putting of a blower on a tractor...I do not know...I just know that there is equipment out there that not only picks it up and blows it, but can sweep the street..it does everything. Yes, it cost big bucks, maybe there is a grant out there. Thank you.

On motion by Stoen, seconded by McBroom, all voting in favor, meeting adjourned at 7:25 p.m.

Attest:

Patricia Nusbaum, City Administrator

Clinton Stoen, Mayor

**ELYSIAN CITY COUNCIL
SPECIAL MEETING (WORKSHOP)
MARCH 17, 2014
5:00 P.M.**

The Elysian City Council met in regular session on Monday, March 17, 2014, at City Hall at 5:00 p.m.

Roll Call: Mayor Clinton Stoen: Councilmembers Tom McBroom, Mary Opsahl, Edna Thayer, Brian Ziemer, Administrator Patricia Nusbaum, Deputy Clerk Lorri Kopischke, Public Works Director John Roessler, Ron Greenwald Assistant Public Works Director.

Purpose of the meeting was to discuss the consideration of the hiring of a full time Public Works Worker. Discussion was held on salary and benefits. Administrator will prepare an ad for a Public Works Worker for the Council to review at the next regular meeting.

Meeting adjourned at 5:38 p.m.

Attest:

Patricia Nusbaum, Administrator

Clinton Stoen, Mayor

**ELYSIAN CITY COUNCIL
SPECIAL (WORKSHOP) MEETING
APRIL 10, 2014
5:00 P.M.**

The Elysian City Council met in special session on Thursday, April 10, 2014, at City Hall at 5:00 p.m.

Roll Call: Mayor Clinton Stoen: Councilmembers Tom McBroom, Mary Opsahl, Edna Thayer, Brian Ziemer, Administrator Patricia Nusbaum, Deputy Clerk Lorri Kopischke, Public Works Director John Roessler, Ron Greenwald Assistant Public Works Director, and Attorney Jason Moran. Also present: Representatives from City Engineering Firm, SEH, Inc. - Chris Cavett and Chris Knutson.

Purpose of the workshop was to have the Engineer review with the Council procedures involving investing in public infrastructure, street and utility improvements, special assessments and methodology of assessing, and sources of funding.

Discussion was held on starting with the updating of the special assessment policy and working on the environmental storm water utility plan.

Meeting adjourned at 6:30 p.m.

Attest;

Patricia Nusbaum, City Administrator

Clinton Stoen, Mayor

**ELYSIAN CITY COUNCIL
REGULAR MEETING
APRIL 14, 2014
6:00 P.M.**

The Elysian City Council met in regular session on Monday, April 14, 2014, at City Hall at 6:00 p.m.

Meeting opened with the Pledge of Allegiance to the US Flag.

Roll Call: Mayor Clinton Stoen: Councilmembers Tom McBroom, Mary Opsahl, Edna Thayer, Brian Ziemer, Administrator Patricia Nusbaum, Deputy Clerk Lorri Kopischke, Ron Greenwald Assistant Public Works Director, and Attorney Jason Moran.

On motion by Thayer, seconded by McBroom, all voting in favor, to approve the minutes of March 10th., March 17., and April 10, 2014 with the following changes; March 10th minutes, to remove the duplication of a comment regarding praising of the City Maintenance employees for their good job in snow removal, and to designate April 10th. special meeting as a workshop.

On motion by Ziemer, seconded by Thayer, all voting in favor, to approve the agenda as presented.

Public Comment Time: Le Sueur County Sheriff Dave Tietz was present to check with the Council as to whether there is anything that he should know about. He stated that Le Sueur County will be implementing the Everbridge program by June 1, 2014. This is a mass notification system that is computer generated and asked everyone to sign up for the program. The program will notify all signed up prior to any alerts or actions that would be of interest to the community. (Please contact City Hall with your e-mail address if you wish to participate and receive the alerts.) Tietz commented on the recent break-ins in the Clarke Campground area. The Sheriff's Office is offering a \$1,000 reward for information and Waterville Township also offered an additional \$500. Tietz also encouraged anyone who has a question or has observed something, to call the Sheriff's Office regardless of how small you think your concern may be.

Jeff Arneson – 121 Willow Point Drive – presented to the Council his concern as to the non-access to his property which stems from 1998 when City utilities were placed and a portion of the private drive was moved. Attorney Moran recommended that he secure a prescriptive easement to the land. Attorney Moran offered to meet Arneson at the property to view the concern.

Public Works Report:

Discussion was held on the hiring of a temporary employee, to help with summer work. On motion by Thayer, seconded by McBroom, to approve the hiring of Kyle Opsahl as a temporary employee to help with summer work. Voting Yes: Thayer, McBroom, Ziemer, Stoen. Councilmember Opsahl abstaining on vote.

Landscaping around the outside of City Hall will begin as soon as it can be worked into the work schedule.

Deputy Clerk Kopischke reported to the Council the updating on the recent water hookups letting the water run to try to alleviate freezing of the lines. Each hookup will receive a \$30.00 refund on their upcoming water bill.

Discussion was held on the removal of the grass from the ballpark infield. On motion by Ziemer, seconded by McBroom, all voting in favor, Greenwald will get verbal quotes, a decision would be made and work will begin.

A quote will be obtained on a small overlay on Third Street SW, in front of the Tourism Building.

Discussion was held on unit charges for the campgrounds, apartments and mobile home park. On motion by Ziemer, seconded by McBroom, all voting in favor, to hold a special meeting (workshop) meeting on Monday, April 28, 2014, at 5:00 p.m. to discuss utility unit charges for multi-users of the water and sewer system and to receive the 2013 audit report.

Administrator Report:

On motion by Stoen, seconded by McBroom, all voting in favor, to approve the advertising of a full-time public works worker with wage set at \$17.00 per hour.

Discussion was held on the proposed rental ordinance. On motion by Thayer, seconded by McBroom, all voting in favor, a public hearing will be held at the May regular council meeting at 6:00 p.m.

(Councilmember Thayer left the meeting at this point – 7:20 p.m.)

On motion by McBroom, seconded by Opsahl, all voting in favor, approval the following resolution:

RESOLUTION 437/14

AMENDING RESOLUTION VACATING THAT PORTION OF YORK STREET

WHEREAS, The City Council for the City of Elysian on the 14th. day of October 2013, adopted Resolution No. 229-A/13; and

WHEREAS, said Resolution indicated that upon vacation of a portion of York Street that one half of the street being vacated, be returned to Elysian Bank and the other half returned to Minnesota Department of Natural Resources with each party's half running down the centerline of the street being vacated as they each own property along that street being vacated; and

WHEREAS, the land owned by Minnesota Department of Natural Resources was formerly railroad right of way; and

WHEREAS, under such circumstances upon vacation none of the vacated roadway goes to the property previously owned by the railroad; and

WHEREAS, the City Council of the City of Elysian wishes to ensure that the proper party receives ownership of the vacated York Street.

Be it now resolved that that portion of York Street from the unopened portion of Sixth Street westward 335 along York Street shall be and is hereby vacated.

Resolution was presented by Councilmember McBroom, seconded by Councilmember Opsahl, with the following vote being taken:

Voting Yes: McBroom, Opsahl, Ziemer, Stoen.

Voting No: None.

Adopted by the Elysian City Council this 14th. day of April, 2014.

Attest:

Patricia Nusbaum, City Administrator

Clinton Stoen, Mayor

On motion by Stoen, seconded by McBroom, all voting in favor, approval to contract with Clarke Mosquito Control again this year in the amount of \$2,250.

MN Severe Weather Awareness Week – April 21-25; a statewide tornado drill will be Thursday, April, 24th at 1:45 p.m. & 6:55 p.m.

On motion by Opsahl, seconded by McBroom, all voting in favor, to approve the request of Elysian Area Chamber of Commerce to hold a duck raffle on May 31, 2014.

On motion by Stoen, seconded by McBroom, all voting in favor, to approve the following for the July 4th. Celebration and Elysian's 130th. Anniversary:

- a. Provide porta pots and police protection**
- b. To allow the Elysian Area Chamber of Commerce to hold a raffle**
- c. To allow the Elysian Area Chamber of Commerce a liquor license for July 3-6**
- d. To close certain streets.**

Reminder of Spring Clean-up – May 10th. 8:30 a.m. to 11:00 a.m. - City Wide Garage Sales May 9th. & May 10th.

On motion by Ziemer, seconded by McBroom, all voting in favor, bills, payroll, and transfers were approved in the amount of \$76,253.59.

There was no one for public comment time.

On motion by Stoen, seconded by Ziemer, all voting in favor, meeting adjourned at

7:28 p.m.

Attest:

Clinton Stoen, Mayor

Patricia Nusbaum, City Administrator

**ELYSIAN CITY COUNCIL
SPECIAL MEETING
APRIL 28, 2014
6:00 P.M.**

The Elysian City Council met in regular session on Monday, April 28, 2014, at City Hall at 5:00 p.m.

Roll Call: Mayor Clinton Stoen: Councilmembers Tom McBroom, Edna Thayer, Brian Ziemer, Administrator Patricia Nusbaum, Deputy Clerk Lorri Kopischke, John Roessler Public Works Director, Ron Greenwald Assistant Public Works Director, and Attorney Jason Moran. Absent: Councilmember Mary Opsahl.

Mike Burkhardt of Burkhardt & Burkhardt, LTD presented the 2013 audit report to the Council. The report was considered in good standing. On motion by Ziemer, seconded by McBroom, all voting in favor, to accept the 2013 City of Elysian audit report as presented.

Discussion proceeded regarding the consideration of a base charge to the mobile home park, the campgrounds, and the apartment building. A motion was made by Thayer, seconded by Ziemer, to reinterate the motion made at the November 14, 2013 council meeting which was to allow the following properties base utility charges as per the following schedule:

A base charge to every two mobile homes effective January 1, 2015

A base charge to every ten campsites effective January 1, 2015

A base charge to each unit in apartment buildings effective January 1, 2015

Motion to include the following: Effective January 1, 2015 the following will be billed the monthly base charge: Pit Stop Campground and Trostem's Shady Shores Campground will be charged on a monthly basis of 30 units which is based on one base charge for every ten campsites; Mobile Home Park on a monthly basis of 20 units which is based on one base charge for every two mobile homes; an apartment building will be charged on each unit which would be eight base charges per month. Voting Yes: Thayer, Ziemer, McBroom. Voting No: Stoen. Motion declared carried.

On motion by Stoen, seconded by Thayer, all voting in favor, to approve the charging of the following a base charge each month for water and sanitary sewer.

- 1. DNR Building**
- 2. Museum**
- 3. Geneology Building**
- 4. Fire Hall**
- 5. Wayside Rest**

On motion by Thayer, seconded by Ziemer, all voting in favor, when there are two separate buildings on the same property that are inhabitable and that are using utilities, there will be a separate monthly base charge for each.

On motion by Ziemer, seconded by McBroom, all voting in favor, to approve the following:

- 1. A business with one water line and there are two uses will be billed two base charges per month;**
- 2. A commercial building with apartments with one line into the building will be charged a base charge for each apartment and each business.**

On motion by Ziemer, seconded by McBroom, to approve the following:

- 1. A business with one water line and there are two uses will be billed two base charges per month;**
- 2. A commercial building with apartments with one line into the building will be charged a base charge for each apartment plus the business.**
- 3. A commercial building with more than one business and one line going into the building, each business shall be billed a base charge.**

Voting Yes: Ziemer, Mc Broom, Thayer. Voting No: Stoen. Motion declared carried.

On motion by Stoen, seconded by McBroom, all voting in favor, meeting adjourned at 7:30 p.m.

Attest:

Patricia Nusbaum, City Administrator

Clinton Stoen, Mayor

**ELYSIAN CITY COUNCIL
REGULAR MEETING
MAY 12, 2014
5:00 P.M.**

The Elysian City Council met in regular session on Monday, May 12, 2014, at City Hall at 5:00 p.m.

Meeting opened with the Pledge of Allegiance to the US Flag.

Roll Call: Mayor Clinton Stoen: Councilmembers Tom McBroom, Mary Opsahl, Edna Thayer, Brian Ziemer, Administrator Patricia Nusbaum, Deputy Clerk Lorri Kopischke, John Roessler Public Works Director, Ron Greenwald Assistant Public Works Director, and Attorney Jason Moran.

Randy Bradt, DNR , Division of Ecological and Water Resources, presented to the Council the issues involving water supply planning , ground water issues, and water conservation. The DNR Water Resources program will work with the City to develop a plan for looking at all of the city needs. At a later meeting the Council will further discuss a resolution approving DNR working on water supply planning for the City of Elysian.

On motion by McBroom, seconded by Ziemer, all voting in favor, to approve the minutes of the April 14, 2014 regular meeting with the inclusion of the word “in” to the sentence to now read, all voting in favor.

On motion by Ziemer, seconded by McBroom, all voting in favor, to approve the agenda with the addition of discussion of grass removal on the infield at park ball field.

Le Sueur County Commissioner Steve Rohlring was present to update the Council on happenings and upcoming events in the County:

- 1. The Vietnam Veteran’s Moving Wall will be in Cleveland at the Veteran’s Memorial Park July 26th. through July 28th. with set up starting July 24th. A welcoming ceremony will be held at 10:00 a.m. on Saturday, July 26th. All are invited to attend.**
- 2. Rohlring would like to set up a workshop with city council members, County Administrator Pettis, County Auditor/Treasure Simmonett regarding the lots in the City of Elysian which have presently gone through foreclosure and are not owned by Le Sueur County. City Administrator Nusbaum and Mayor Stoen are aware of lots that are now in the hands of the county and he would like to set a meeting and get some dialog going to see what can be done with the lots.**
- 3. The Commissioners are hosting a City and County Officials meeting at Chankaska Winery on May 29th. with a tour at 5:30 p.m. and meeting at**

7:00 p.m. with representatives from Region Nine Development Commission.

- 4. When asked about the Museum, Rohlfing responded that on the 27th. of May the Historical Society will be coming to the Commissioner's meeting with their budget and annual report. It is important that we have numbers as to what was spent in the past year and the budget and report will be a good tool for the past commissioners and the new commissioners on knowing the funding since 2011. This issue has got to get resolved. He stated that he is trying to reinforce leadership qualities and to move forward. Non-profits, people who volunteer are very important for the City or the County. If you lose that interest and volunteers lose interest, it can go away in a hurry. It deteriorates the foundation.**

Mayor Stoen thanked Commissioner Rohlfing for his work in trying to help in getting the Elysian Museum up and running. When Mayor Stoen was asked if his membership had been accepted by the Historical Society, he stated "No".

On motion by Thayer, seconded by Ziemer, all voting in favor, to approve the bills, payroll, and transfers in the amount of \$61,078.55.

The following resolution was presented by Councilmember Ziemer and seconded by Councilmember McBroom:

RESOLUTION 438/14

REQUEST FOR OFF SITE LAWFUL GAMBLING

WHEREAS: the Elysian City Council was presented with a request from the Elysian Fire Department Relief Association for one day off site lawful gambling.

WHEREAS: State Laws of Minnesota require approval be granted by the local governing body, thus the City of Elysian.

NOW, THEREFORE, BE IT RESOLVED: that the Elysian City Council grants approval for a one day off site lawful gambling license to the Elysian Fire Department Relief Association.

The resolution was presented by Ziemer, seconded by McBroom, to approve one day off site lawful gambling for July 5, 2014.

Voting Yes: Ziemer, McBroom, Opsahl, Thayer, Stoen.

Voting No: None.

Dated this 12th. day of May, 2014

Attest:

Patricia Nusbaum, City Administrator

Clinton Stoen, Mayor

Administration Report

- 1. Sixteen applications for Public Works Worker have been received. Interviews will be held within the month, with a goal of hiring an applicant at the next regular meeting. Interviewers will be Mayor Stoen, Administrator Nusbaum, Public Works Director Ron Greenwald, and John Roessler outgoing Public Works Director.**
- 2. On motion by Thayer, seconded by Ziemer, all voting in favor, to approve the hiring of Heather Hering as the Lake Francis Watercraft Inspector for weekends and holidays through Labor Day, 2014.**
- 3. On motion by Thayer, seconded by McBroom, all voting in favor, to approve a ten year salary adjustment for Deputy Clerk Kopischke in the amount of an annual increase in salary in the amount of \$242.66, based on the City of Elysian Personnel Policy.**
- 4. On motion by Ziemer, seconded by Thayer, all voting in favor, to approve a title change for employee Ron Greenwald from Assistant Public Works Director to Public Works Director effective immediately.**
- 5. On motion by McBroom, seconded by Thayer, all voting in favor, to approve a 2% salary increase for Ron Greenwald due to obtaining licensure.**

PUBLIC HEARING

City of Elysian

Rental Housing Maintenance, Inspection, and Licensing Program Ordinance

Attorney Moran presented the Ordinance stating that it was similar to what area cities use. No one from the public had comments and there were no written comments. On motion by Stoen, seconded by Thayer, all voting in favor, hearing adjourned at 6:08 p.m.

Public Works Report

- a. City Engineer Chris Cavett, Short Elliott & Hendrickson, was present to go over a long range plan with the Council regarding development of an assessment policy that best fits the needs of the City; establish an Environmental Utility Fund; review water and sewer rates; complete utility maps; develop a comprehensive storm water management plan; develop a comprehensive water system plan; development a capital improvement plan for streets and utilities; GIS mapping system; and develop a comprehensive**

sanitary system plan update. Attorney Moran will be working on amending the City Special Assessment Policy. Discussion was held on timeline for work to begin on the next portion of street work. Engineer Cavett stated if the Council approved the work it could begin July, 2015.

- b. Jeff Boran – Waterville-Elysian-Morristown School District Community Education Director was present to discuss with the Council upkeep, repair, and usage of the Elysian school field and tennis court. Questions concerned the upkeep of the school field, repairs needed; the repair to the tennis court; question as to the city being able to purchase the school field area, and possibilities as to who to consult to get some of the questions answered and budget concerns for the future. WEM Moving Forward Foundation was mentioned as a possible resource. Boran indicated that contact should be made with Superintendent Whitehurst and Facilities Supervisor Steve Anderson.
- c. Roessler presented a quote for seal coating in the amount of \$52,885 for Roemhildt Addition #3, Shoreview Drive, Willow Point Drive, Lake View Manor, Park Avenue between First Street North and Second Street NE, Third Street NW between Frank Avenue NW and Lake Francis, and Maple Avenue (portion blacktopped 2013). Further discussion will be held at the next meeting.
- d. A quote for crack filling will be obtained and work will proceed.
- e. Quotes will be obtained and work will be done for a collapsed storm sewer line located at Park and Second Street NE.
- f. On motion by Ziemer, seconded by Stoen, all voting in favor, to approve the quote of \$4,000 for repair to Third Street SW between Main Street and Hwy #60.
- g. Quote for removal of grass on the ball infield cost will be between \$2,000 and \$2,500. Quote was accepted and work will begin.

The following Ordinance #75/14, Rental Housing Maintenance, Inspection, and Licensing Program was approved with a three year inspection of rental units. Fee Schedule will be updated at the next meeting to include fees for licensing and inspection.

ORDINANCE 75/14

**City of Elysian, Minnesota
Rental Housing Maintenance,
Inspection, and Licensing
Program Ordinance**

CITY OF ELYSIAN, MINNESOTA

**Rental Housing Maintenance, Inspection, and Licensing
Program Ordinance**

Table of Contents

Division 1.	Generally	Page 3
Division 2.	Enforcement	Page 5
Division 3.	Definitions	Page 7
Division 4.	Deficiencies, Standards and Corrections	Page 11
Division 5.	Licensing and Penalties	Page 18

DIVISION 1. GENERALLY

Section 1. Title and Short Title.

This Ordinance shall be known as “The Rental Housing Maintenance, Inspection and Licensing Program Ordinance of the City of Elysian, Minnesota” and is referred to herein as “this Ordinance”.

Section 2. Scope and Purpose of Standards.

(a) For the purpose of establishing uniform rules and regulations for rental housing, the most current revision of the International Property Maintenance Code is hereby adopted, confirmed and incorporated in this Ordinance as completely as if set out in full.

(b) In the event there is a conflict between the provisions of the Code adopted by reference within this Section and the other provisions of this Rental Housing Ordinance, the City’s Code of Ordinances shall prevail.

(c) *Legislative finding.* It is hereby found that there exists in the City of Elysian structures used for human habitation which are not owner occupied and are now, or may become in the future, substandard with respect to structure, equipment, or maintenance, and further that such conditions, together with inadequate provisions for light and air, insufficient protection against fire hazards, lack of proper heating, unsanitary conditions, and overcrowding, constitute a threat to public health, safety, and welfare requires the establishment and enforcement of minimum housing maintenance standards.

(d) *Purpose.* The purpose of this Ordinance is to protect, preserve, and promote the public health, safety, and the general welfare of the people of the City; to prevent housing conditions that adversely affect the life, safety, general welfare, and health, including the physical, mental, and social well-being of persons occupying dwellings within the City of Elysian and which dwellings are not owned by said occupants, to provide minimum standards for basic equipment and facilities for light, ventilation, and thermal conditions, for safety from fire, for the use and location and amount of space for human occupancy; and for an adequate level of maintenance; to preserve the value of land and buildings throughout the City; and to provide for the administration and enforcement thereof.

(e) *Discrimination and privacy.* This Ordinance shall be enforced in a nondiscriminatory manner and exclusively for the purpose of promoting public, as opposed to private, welfare. Except as may be specifically provided herein or incidental to the enforcement hereof, this Ordinance is not intended to interfere with personal privacy or with private legal rights and liabilities, including without limitation landlord/tenant and lessor/lessee relationships, and in enacting and enforcing this Ordinance, the City neither expressly nor by implication assumes any obligations or liabilities respecting such private rights or disputes, including those which involve or arise out of the nonconformity of any premises in the City to the provisions of this Ordinance.

(f) *Application.* The provisions of this Housing Maintenance, Inspection and Licensing Program shall provide minimum requirements to safeguard health, property and public welfare by regulating and controlling the use, occupancy, location and maintenance of all buildings, structures and accessory structures within the City of Elysian, designed or intended to be used for human habitation; the applicable requirements contained herein shall apply to all rental structures, accessory structures, rooming houses, lodging and/or boarding houses, apartments and manufactured homes used for human habitation; and same shall not apply to owner occupied structures. Said provisions of this Ordinance shall apply irrespective of when such building may have been or may be considered altered, or repaired.

(g) *Conflict of Ordinances.* In any case where a provision of this Ordinance is found to be in conflict with a provision of any zoning, building, fire, safety, health ordinance or code of this City, the provision that establishes the higher standard for the promotion and protection of the health and safety of the people shall prevail.

(h) *Effect of partial invalidity.* If any subsection, paragraph, sentence, clause, or phrase of this Ordinance should be declared invalid for any reason whatsoever, such decision shall not affect the remaining portions of this Ordinance, which shall remain in full force and effect; and to this end the provisions of this Ordinance are hereby declared to be severable.

(i) *Alteration.* Existing buildings that are altered or enlarged shall be made to conform to Uniform Building Code (UBC) insofar as new work, alterations or enlargements are concerned. If the alterations are such that they cause or threaten to cause unsafe conditions in the unaltered portions of a building or threaten the safety or safe operation of other nearby structures, then said alterations are prohibited unless the affected structures are also brought into compliance with this and/or other appropriate codes.

(j) *Requirements for repair and replacement work.* Any person doing any repair and/or replacement work on any rental residential building, structure and accessory structure covered in the City of Elysian Building Code shall complete the repair and/or replacement work in compliance with the standards contained in the definitions of repair and/or replacement in the definitions section of this Ordinance.

(k) *Relocation.* Existing buildings that are moved or relocated shall be considered as new buildings and shall comply with all requirements of this Ordinance.

DIVISION 2. ENFORCEMENT

Section 1. Enforcement/Responsibilities.

(a) *Authority.* The Building Inspector is hereby authorized and directed to enforce all the provisions of this Ordinance.

(b) *Right of entry.* Upon presentation of proper credentials the Building Inspector or the Building Inspector's duly authorized representatives may enter at reasonable times any building, structure, or premises in the City to perform any duty imposed upon him by this Code.

(c) *Privacy.* The Building Inspector shall keep confidential all evidence exclusive of the inspection record, which the Building Inspector may discover or obtain in the course of any inspection made pursuant to this section and such evidence shall be considered privileged.

(d) *Responsibilities defined.*

(1) Every owner remains liable for violations of duties imposed by this Ordinance even though an obligation is also imposed on the occupants of the owner's building, and even though the owner has, by agreement, imposed on the occupant the duty of furnishing required equipment or of complying with this Ordinance.

(2) Every owner, or the owner's agent, in addition to being responsible for maintaining the building in a sound structural condition, shall be responsible for keeping that part of the building or premises which the owner occupies or controls in a clean, sanitary and safe condition including the shared or public areas in a building containing two or more dwelling units.

(3) Every owner shall furnish and maintain approved sanitary facilities and shall furnish and maintain approved equipment or facilities for the prevention of insect and rodent infestation, and where infestation has taken place, shall be responsible for the extermination of any insects, rodents or other pests.

(4) *Heating Rental Properties.* Every owner, operator or manager of any building who rents, leases or lets for human habitation any habitable room or unit contained within such building on terms, either expressed or implied, to supply or furnish heat to the occupants thereof, shall have the capability of maintaining a minimum temperature of 70 degrees Fahrenheit between September 1 and June 1 inclusive, from a location within the room or unit at a point three (3) feet above the floor level and not closer than thirty-six (36) inches from any wall. The heating equipment shall be properly installed and maintained throughout the year.

(5) All occupants shall keep their premises in a safe and sanitary condition.

Section 2. Hazardous buildings.

All buildings or portions thereof which are determined to be substandard as defined in this Ordinance are hereby declared to be public nuisances and shall be abated by repair,

rehabilitation, demolition or removal in accordance with the procedure specified in Chapter 1, Section 108-110 of the most recent revision of the International Property Maintenance Code.

Section 3. Posting to prevent occupancy.

The Building Inspector may post any rental building or structure under the Building Inspector's jurisdiction to prevent further occupancy of a building that is found to be in direct violation of this Ordinance. Posting will occur if any owner, agent, licensee or other responsible person has been notified by inspection report of the items which must be corrected within a certain stated, reasonable period of time and that the responsible person or persons has failed to correct the cited items. In cases of emergency, a building or premises may be immediately posted and the occupants, if any, evacuated. No person shall remove or tamper with any placard used for posting. No person shall reside in, occupy or cause to be occupied any building, structure or dwelling that has been posted to prevent occupancy.

Section 4. Appeals.

Whenever the Building Inspector shall take action which is disputed, or when it is claimed that the provisions of this Ordinance do not apply or that the true intent and meaning of this Ordinance have been misconstrued or wrongfully interpreted, the aggrieved party may appeal within thirty (30) days from the date of decision of the Building Inspector to the Board of Appeals. Actions of the Board may also be appealed to the Courts for final decision.

Section 5. Procedure for conduct of hearing appeals.

(Reference Elysian City Zoning Ordinance, Section 4.0, Board of Appeals).

Section 6. Permits and Inspections.

The following repairs are exempt from building permit requirements, if they do not affect or involve any plumbing, electrical, mechanical, structural or subsurface member and if the repair returns the affected area to its intended original condition:

- Paint
- Gutters/Downspouts
- Trim/Moldings/Shutters/Decorations
- Glass (but not window frames)
- Weather-stripping/Caulking/Tuck Pointing
- Walks/Landscape Masonry (if not on City easement)
- Non-Structural Hardware
- Finish Flooring/Carpets
- Door Slabs (but not door frames)
- Fences (when under 6' in height)

DIVISION 3. DEFINITIONS

Section 1. Definitions.

Terms, words, phrases and their derivatives used but not specifically defined in this code shall have the meaning defined in the Minnesota State Building Code.

Accessory Building or Structure: Accessory building or structure shall mean a detached building or structure in a secondary or subordinate capacity from the main building or structure on the same premises.

Apartment House: Apartment house is any building, or portion thereof, that is designed, built, rented, leased, let or hired out to be occupied, or which is occupied as the home or residence of two (2) or more families living independently of each other performing their own cooking services in the apartment house. Said definition included the rented portion of an owner/occupied duplex.

Basement: Any floor level below the first story in a building, except that a floor level in a building having only one floor level shall be classified as a basement unless such floor level qualifies as a first story.

Board of Appeals: Board of Appeals, when used herein, shall mean the Board of Appeals of the City of Elysian.

Boarding House: A dwelling unit where lodging with or without meals is provided for compensation and occupied by three (3) or more persons, but not to exceed eight (8) persons.

Building: Any structure having a roof supported by columns or walls. When divided by party walls without openings, each portion of such building so separated shall be deemed a separate building.

Building Inspector: The Building Inspector shall be defined as the person or persons designated as Building Inspector by the City Administrator.

Bulk Container: Bulk Container shall mean any metal garbage, rubbish and/or refuse container having a capacity of two (2) cubic yards or greater and which is equipped with fittings for hydraulic and/or mechanical emptying, unloading and/or removal.

Clean: The absence of rubbish, garbage, vermin or other unsightly, offensive or extraneous matter.

Dormitory: Dormitory shall mean a building or group of rooms in a building used for institutional living and sleeping purposes by four (4) or more persons.

Dwelling: Dwelling shall mean any space wholly or partially used or intended to be used for living, sleeping, cooking, and eating; provided that temporary housing as hereinafter defined shall not be classified as a dwelling. Industrialized housing and modular construction which conform to nationally accepted industry standards and used or intended for use for living, sleeping, cooking and eating purposes shall be classified as dwellings. Single-family, two-

family and multiple family dwellings are as follows:

(a) Dwelling, Single-Family. A residential building containing one (1) dwelling unit including detached, semi-detached and attached dwelling.

(b) Dwelling, Two-Family. A residential building containing two (2) dwelling units including detached, semi-detached and attached dwelling.

(c) Dwelling, Multiple Family. A building or portion thereof containing three (3) or more dwelling units, but not including a motel, hotel, or rooming house.

Dwelling Unit: One (1) or more rooms arranged for residential use containing cooking, living, sanitary and sleeping facilities, permanently installed, which are arranged, designed, used or intended for use as living quarters for one (1) family and for not more than an aggregate of two (2) roomers or boarders.

Efficiency Living Units: Efficiency living unit is any room having cooking facilities used for combined living, dining and sleeping purposes and meeting the requirements of Section 404.6 Exception, of the Uniform Housing Code.

Egress: Egress shall mean an arrangement of exit facilities to assure a safe means of exit from buildings.

Family: One (1) or more persons related by blood, marriage or adoption, including foster children, or a group of not more than four adult individuals (excluding personal care attendants, in accordance with Minnesota Statutes, Sections 256B.04, Subd. 6 and 256B.0625, Subd. 19 and Minnesota Rules, Rule 9505.0335), maintaining a common household in a dwelling unit.

Guest: Guest shall mean an individual who shares a dwelling unit in a non-permanent status for not more than thirty (30) days.

Habitable Room: Habitable room shall mean a room or enclosed floor space used or intended to be used for living, sleeping, cooking, or eating purposes, excluding bathrooms, water closet compartments, laundries, furnace rooms, pantries, kitchenettes, utility rooms of less than fifty (5) square feet of floor space, foyers, or connecting corridors, stairways, closets, storage spaces, and workshops, hobby and recreation areas. All habitable rooms shall comply with all the provisions contained herein.

Hot Water: Hot water shall mean water at a temperature of not less than 110 degrees Fahrenheit.

Household: A household shall mean a family as defined in this subdivision.

Kitchen: Kitchen shall mean any room used for the storage, preparation, and serving of food and that contains at least the following equipment: sink, stove or microwave oven, refrigerator, cabinets and/or shelves, and a counter or table.

Kitchenette: Kitchenette shall mean a small kitchen or an alcove containing cooking facilities.

Multiple dwelling: A building of any size or type occupied by more than four (4) families, including boarding houses and rooming houses. "Multiple dwelling" does not include hotels, motels, hospitals and homes for aged.

Nuisance: The following shall be defined as nuisances:

(a) Any public nuisance known in common law or in equity jurisprudence.

(b) Any attractive nuisance that may prove detrimental to children whether in a building, on the premises of a building, or upon an unoccupied lot. This included any abandoned wells, shafts, basements or excavations; abandoned refrigerators and motor vehicles; or any structurally unsound fences or structures; or any lumber, trash, fences, debris, or vegetation which may prove a hazard for inquisitive minors.

(c) Whatever is dangerous to human life or is detrimental to health.

(d) Overcrowding a room with occupants.

(e) Insufficient ventilation or illumination.

(f) Inadequate or unsanitary sewerage or plumbing facilities.

(g) Uncleanliness.

(h) Whatever renders air, food, or drink unwholesome or detrimental to the health of human beings.

Occupant: Any person, firm, partnership, corporation, association, organization, corporation or other who shall be in actual possession or have charge, care or control of any dwelling within the City.

Ordinary Summer Conditions: Ordinary Summer Conditions shall mean a temperature of not higher than ninety-two (92) degrees Fahrenheit.

Ordinary Winter Conditions: Ordinary winter conditions shall mean a temperature of not lower than minus eighteen (-18) degrees Fahrenheit.

Owner: Any person, firm, partnership, corporation or other association who alone, jointly, or severally with others is the fee owner of record of any dwelling or dwelling unit within the City or any trustee or guardian or other representative of the fee owner, Contract for Deed vendee or, holder of a life estate.

Person: The word "person" shall include a corporation, firm, partnership, association, organization and any other group acting as a unit as well as individual. It shall also include an

executor, administrator, trustee, receiver or other representative appointed according to law. Whenever the word “person” is used in any section of this Ordinance prescribing a penalty or fine as to partnerships or association, the word shall include the officers, agents or members thereof who are responsible for any violation of such section.

Plumbing: Plumbing shall mean any and all equipment, fixtures, and connections made to water, sewer or gas lines including but not limited to the following: gas pipes, gas burning equipment, water pipes, garbage disposal units, waste pipes, water closets, sinks, installed dishwashers, lavatories, bathtubs, shower baths, installed clothes washing machines, catch basins, vents, valves and connectors.

Premises: Premises shall mean a parcel of land either occupied or unoccupied by any structure or structures.

Privacy: Privacy shall mean the existence of conditions that will permit an individual or individuals to carry out an activity commenced without interruption or interference, either by sight, sound or presence by unwanted individuals.

Properly Connected: Properly connected shall mean connected in accordance with accepted industry standards and/or all applicable code and ordinances of this City as from time to time enforced; provided, however, that the application of this definition shall not require the alteration or replacement of any connection in good working order and not constituting a hazard to life or health.

Repair: Repair shall mean to restore to a sound, acceptable state of operation, serviceability or appearance. Repairs shall be expected to last approximately as long as would the replacement by new items.

Replace or Replacement: Replace or replacement shall mean to remove an existing item or portion of a system and to construct or install a new item of a quality similar to that of the existing item when it was new. Replacement ordinarily takes place when repair of the item is impractical.

Rooming House: Rooming House shall mean any dwelling other than a hotel or motel or that part of any dwelling containing one (1) or more rooming units, and/or one (1) or more dormitory rooms in which persons either individually or as families are housed without the provision of meals.

Space Heater: Space Heater shall mean a self-contained, heating appliance of either the convection or radiant type and intended primarily to heat only a limited space or area such as one (1) room or two (2) adjoining rooms.

Temporary Housing: Temporary Housing shall mean any tent, trailer, manufactured home or any other structure used for human shelter which is designed to be transportable and which is not attached to the ground, to another structure, or to any utility system on the same premises for more than thirty (30) consecutive days.

Water Closet: Water Closet shall mean a toilet bowl that is flushed with water that has been supplied under pressure and equipped with a water sealed trap above the floor level.

DIVISION 4. DEFICIENCIES, STANDARDS AND CORRECTIONS

Section 1. Built-in deficiencies exempt.

The following are built-in deficiencies and shall be exempt from compliance with the Code; provided, that such built-in deficiencies were in compliance with a building code at the time of construction and/or do not pose a hazard.

(a) *Ceiling heights:* Any existing habitable room with less than a seven and one half (7.5) foot ceiling height shall be considered a built-in deficiency which is beyond reasonable correction.

(b) *Superficial floor areas:* Any existing habitable room of less than ninety (90) square feet shall be considered a built-in deficiency and beyond reasonable correction but in no case shall the required natural light and ventilation be less than five percent (5%) of the floor area.

(c) Any existing habitable room with window area less than ten percent (10%) of the floor area shall be considered a built-in deficiency beyond reasonable correction but in no case shall the required natural light and ventilation be less than five percent (5%) of the floor area.

Section 2. Space and occupancy standards.

No person shall let to another for occupancy any dwelling or dwelling unit, for the purposes of living, sleeping, cooking or eating therein, which does not comply with the following requirements:

(a) Every dwelling unit shall have a room or portion of a room in which food may be prepared and/or cooked, which shall have adequate circulation area, and which shall be equipped with the following:

(1) A kitchen sink in good working condition and properly connected to a water supply system which is approved by the appropriate authority and which provides at all times an adequate amount of heated and unheated running water under pressure, and which is connected to a sewer system approved by the City of Elysian.

(2) Cabinets and/or shelves for the storage of eating, drinking, and cooking equipment and utensils and of food that does not in ordinary summer conditions require refrigeration for safe keeping; and a counter or table for food preparation; said cabinets and/or shelves and counter or table shall be of sound construction furnished with surfaces that are easily cleanable and that will not impart any toxic or harmful effect to food.

(3) A stove, or similar device, for cooking food, and a refrigerator, or similar device, for the safe storage of food at temperatures less than forty-five (45) degree Fahrenheit but more than thirty-two (32) degrees Fahrenheit under ordinary maximum summer conditions, which are properly installed with all necessary connections for safe, sanitary and efficient operation; provided that such stove, refrigerator, and/or similar devices need not be installed when a dwelling unit is not occupied and when the occupant is expected to provide same on occupancy, and that sufficient space and adequate connections for the safe and efficient installation and operation of said stove, refrigerator and/or similar devices are provided.

(b) Within every dwelling unit that shall be a non-habitable room which affords privacy to a person within said room and which is equipped with a flush water closet in good working condition. Said flush water closet shall be equipped with easily cleanable surfaces, be properly connected to a water system that at all times provides an adequate amount of running water under pressure to cause the water closet to be operated properly, and shall be properly connected to a sewer system which is approved by the City of Elysian. The room shall have an operable window or mechanical ventilation sufficient to provide the equivalent of five (5) air exchanges per hour.

(c) Within every dwelling unit there shall be a lavatory sink. Said lavatory sink may be in the same room as the flush water closet, or, if located in another room, the lavatory sink shall be located in close proximity to the door leading directly into the room in which said water closet is located. The lavatory sink shall be in good working condition and properly connected to a water supply system which is approved by the appropriate authority and which provides at all times an adequate amount of heated and unheated running water under pressure, and which is properly connected to a sewer system approved by the appropriate authority. Water inlets for lavatory sinks shall be located above the overflow rim of these facilities.

(d) Within every dwelling unit there shall be a room which affords privacy to a person within said room and which is equipped with a bathtub or shower in good working condition. Said bathtub or shower may be in the same room as the flush water closet or in another room and shall be properly connected to a water supply system which is approved by the appropriate authority and which provides at all times an adequate amount of heated and unheated water under pressure, and which is connected to a sewer system approved by the appropriate authority.

(e) Private stairways having less than four (4) risers and serving one individual unit in need not have handrails. Decks and stairways shall have guardrails and handrails per Minnesota State Building Code.

(f) Each dwelling unit shall have facilities for the safe storage of drugs and household poisons.

(g) Access to or egress from each dwelling unit shall be provided without passing through any other dwelling unit.

(h) No person shall let to another for occupancy any dwelling or dwelling unit unless all exterior doors and windows of the dwelling or dwelling unit are equipped with appropriate, functioning locking devices.

(i) Every foundation, roof, floor, exterior and interior wall, ceiling, inside and outside stair, every porch, and every appurtenance thereto, shall be safe to use and capable of supporting the loads that normal use may cause to be placed thereon; and shall be kept in sound condition and good repair. Every inside and outside stair or step shall have uniform risers and uniform treads.

(j) Every foundation, roof and exterior wall, door, skylight and window shall be reasonably weather-tight, water-tight and damp free, and shall be kept in sound condition and good repair. Floors, interior walls and ceilings shall be sound and in good repair. All exterior wood surfaces, other than decay resistant woods, shall be protected from the elements and decay by paint that is not lead-based paint or by other protective covering or treatment. Walls shall be capable of affording privacy for the occupants.

(k) Every premises shall be graded, drained free of standing water, and maintained in a clean, sanitary and safe condition.

(l) Unless other provisions are made, gutters, leaders and downspouts shall be provided and maintained in good working condition so as to provide proper drainage of storm water.

(m) Every window, exterior door and hatchway or similar device shall be so constructed to exclude insects during that portion of the year when there is a need for protection against mosquitoes, flies and other flying insects.

(n) Every dwelling, multiple dwelling, rooming house or accessory structure and the premises on which located shall be maintained in a rat-free and rat-proof condition.

(1) All openings in the exterior walls, foundations, basements, ground or first floors and roofs that have a half-inch diameter or more opening shall be rat-proofed in an approved manner if they are within forty-eight (48) inches of the existing exterior ground level immediately below such openings, or if they may be reached by rats from the ground by climbing unguarded pipes, wires, cornices, stairs, roofs, and other items such as trees or vines or by burrowing.

(2) All windows located at or near ground level used or intended to be used for ventilation, all other openings located at or near ground level, and all exterior doorways which might provide an entry for rats, shall be supplied with adequate screens or such other devices as will effectively prevent the entrance of rats into the structure.

(3) All sewers, pipes, drains or conduits and openings around such pipes and conduits shall be constructed to prevent the ingress or egress of rats to or from a building.

(4) Any materials used for rat-proofing shall be acceptable to the Building Inspector.

(o) All fences shall be constructed of approved fencing materials. Wood materials shall be protected against decay by use of paint that is not lead-based paint or by other preservative material. The permissible height and other characteristics of all fences shall conform to the appropriate statutes, ordinances, and regulations of the City of Elysian and the State of Minnesota. Wherever any egress from the dwelling opens into the fenced area, there shall be a means of egress from the premises to any public way adjacent thereto.

(p) Accessory structures present or provided by the owner, agent, or tenant occupant on the premises of a dwelling shall be structurally sound, and be maintained in good repair and free of insects and rats, or such structures shall be removed from the premises. The exterior of such structures shall be made weather resistant through the use of decay-resistant materials or the use of lead-free paint or other preservatives.

(q) Every plumbing fixture and all water and waste pipes shall be properly installed and maintained in good sanitary working condition. All waste system clean-out plugs must be easily accessible.

(r) Every water closet compartment, bathroom and kitchen floor surface shall be constructed and maintained so as to be reasonably impervious to water and so as to permit such floor to be easily kept in a clean and sanitary condition.

(s) Every plumbing fixture and pipe, every chimney, flue, and smoke pipe, and every other facility, piece of equipment, or utility which is present in a dwelling or dwelling unit, or which is required under this Ordinance, shall be constructed and installed in conformance with the appropriate statutes, ordinances and regulations of the City of Elysian and State of Minnesota.

(t) No owner, operator, or occupant shall cause any service, facility, equipment or utility which is required under this Ordinance to be removed from or shut off from or discontinued from any occupied dwelling or dwelling unit let or occupied by said person; except for such temporary interruption as may be necessary while actual repairs or alterations are in process, or during temporary emergencies when discontinuance of service is approved by the appropriate authority.

(u) All construction, ways and means of egress, and installation and use of equipment shall conform with the appropriate statutes, ordinances and regulations dealing with fire protection of the City of Elysian and State of Minnesota.

Section 3. Occupancy standards.

Permissible occupancy of a dwelling unit: The maximum permissible occupancy of any rental dwelling unit shall be determined as follows:

(a) Minimum space: For the first two occupants, two hundred twenty (220) square feet of habitable room floor space and for every additional occupant thereof, at least one hundred (100) square feet of habitable room floor space.

**ELYSIAN CITY COUNCIL
REGULAR MEETING
JUNE 9, 2014
6:00 P.M.**

The Elysian City Council met in regular session on Monday, June 9, 2014, at City Hall at 6:00 p.m.

Meeting opened with the Pledge of Allegiance to the US Flag.

Roll Call: Mayor Clinton Stoen; Councilmembers Tom McBroom, Mary Opsahl, Edna Thayer, Brian Ziemer, City Administrator Patricia Nusbaum, Deputy Clerk Lorri Kopischke, Public Works Director Ron Greenwald, and Attorney Jason Moran.

On motion by Ziemer, seconded by Opsahl, all voting in favor, minutes were approved as presented.

On motion by Stoen, seconded by Ziemer, all voting in favor, to approve the agenda with the addition of the following:

Under 1. Administration – Freedom Fighters
Date of Hearing for base rates

Public Comment Time:

Cathy Houlihan -443 Blue Bay Lane – I am here to represent the WEM Elementary tonight. We came over to the (Lake Francis Park) on Monday, June 2nd. with 346 kids, Kindergarten through 4th grade. We had such a marvelous time in the park. The park was in such good shape. It is fun to see what the kids like to do. We made cookies into little pizza treats with fruit. We fished. Fishing was good, we took up the whole beach. They played kick ball, volley ball, soft ball, and tuck of war. It was an incredible day. There were so many things to do. We had 30 staff along with the kids. Our Principal, who was new this year, told me he was overwhelmed by the park. Said it was so huge and so good for the kids, because there were so many things to do. She stated that the park was beautiful and was an asset to the community.

Public Works Report:

Discussion was held on the seal coating quote from Pearson Brothers for various areas of the city. On motion by Stoen, seconded by Opsahl, all voting in favor, to approve \$40,000 for seal coating of certain streets. Public Works will meet with a representative of the Pearson Brother Company and determine what streets could be done for the \$40,000.

On motion by Ziemer, seconded by McBroom, all voting in favor, to approve getting quotes on a lease ranger for the public works department, to be able to do heavy duty work all year round.

Administration:

Sixteen applicants were received for the position of Public Works Worker. Five applicants were interviewed. The interview committee recommended Donald Doehling to be hired as the Public Works Worker. On motion by Stoen, seconded by Ziemer, all voting in favor, to offer the position of Public Works Worker to Donald Doehling pending the outcome of the background check.

Mayor Stoen updated the Council on the Freedom Riders who will be coming to Elysian on Saturday, June 21st. at approximately 10:45 p.m. The Riders are riding for a reason to help raise funds to support a once in a lifetime event which will be held in Cleveland, MN starting Thursday, July 24th through Monday, July 28th. The Event is the Vietnam Veterans Moving Wall. The welcoming ceremony will be held at 10:00 a.m. on Saturday, July 26th, 2014 at Veteran's Memorial Park, Cleveland, MN. On motion by Stoen, seconded by McBroom, all voting in favor, to approve the blocking off of a portion of Main Street from County Road #11 and Second Street NE to allow the bikers to park.

On motion by Stoen, seconded by Thayer, all voting in favor, to approve inspections fees for rental dwellings - \$75.00 initial inspection; \$25.00 yearly fee; \$30.00 per inspection as needed. Inspections will occur every three years unless there is a complaint or a transfer of ownership.

On motion by Stoen, seconded by Thayer, to approve the amending of the City Fee Schedule to read; Bulk Water - \$25.00 per 1,000 gallons of water used and \$10.00 as a minimum charge for small amounts of water used.

The following resolution was presented: (Ordinance is the same as 437/14, but was amended on 6/9/14 to include "feet" after 335.)

RESOLUTION 437A/14

AMENDING RESOLUTION VACATING THAT PORTION OF YORK STREET

WHEREAS, The City Council for the City of Elysian on the 14th. day of October 2013, adopted Resolution No. 229-A/13; and

WHEREAS, said Resolution indicated that upon vacation of a portion of York Street that one half of the street being vacated be returned to Elysian Bank and the other half returned to Minnesota Department of Natural Resources with each party's half running down the centerline of the street being vacated as they each own property along that street being vacated; and

WHEREAS, the land owned by Minnesota Department of Natural Resources was formerly railroad right of way; and

WHEREAS, under such circumstances upon vacation none of the vacated roadway goes to the property previously owned by the railroad; and

WHEREAS, the City Council of the City of Elysian wishes to ensure that the proper party receives ownership of the vacated York Street.

Be it now resolved that that portion of York Street from the unopened portion of Sixth Street westward 335 feet along York Street shall be and is hereby vacated.

Resolution was presented by Councilmember McBroom, seconded by Councilmember Opsahl, with the following vote being taken:

Voting Yes: McBroom, Opsahl, Ziemer, Stoen.

Voting No: None.

Adopted by the Elysian City Council this 9th. day of June, 2014.

Attest:

Patricia Nusbaum, City Administrator

Clinton Stoen, Mayor

The following resolution was presented:

RESOLUTION NO. 439/14

A RESOLUTION AUTHORIZING THE CITY OF ELYSIAN TO PARTICIPATE WITH THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES IN DEVELOPMENT OF A WATER SUPPLY PLAN

WHEREAS, On the 12th of May 2014, the Elysian City Council received a request from the Minnesota Department of Natural Resources about the desire to assist the city in the development of a water supply plan; and

WHEREAS, it is in the interest of the City of Elysian to ensure that it's citizens have a sustainable water supply that meets the needs of the city now and for future generations; and

WHEREAS, the City of Elysian supports that reasonable accommodations of staff and time will be available for the development of a water supply plan ; and

WHEREAS, upon completion of the water supply plan, the city will consider adoption of the plan by resolution.

NOW, THEREFORE, BE IT RESOLVED by the Elysian City Council that the said Council hereby authorizes City Staff and Elected Officials of the City to actively participate with the Department of Natural Resources in the development of a water supply plan.

Resolution was presented by Councilmember McBroom, and seconded by Councilmember Ziemer.

Voting Yes: McBroom, Ziemer, Opsahl, Thayer, Stoen.

Voting No: None

Adopted by the Elysian City Council this 9th. day of June, 2014.

Attest:

Patricia Nusbaum, City Administrator

Clinton Stoen, Mayor

Discussion was again held on the consideration of the charging of base water fees to apartment units, campgrounds, mobile home parks, fire station, DNR properties, County Historical Society properties, and all others that are outlined in the Water Base Charge Policy. On motion by Ziemer, seconded by McBroom, to approve the City of Elysian Water Base Charge Policy and to send letters to all involved with the new policy inviting them to the next meeting if they have any questions. Voting Yes: Ziemer, McBroom, Opsahl, Thayer. Voting No: Stoen. Motion declared carried.

City of Elysian

Water Base Charge Policy

WHEREAS, the City of Elysian provides water and sewer services to residential and commercial properties.

WHEREAS, the City of Elysian charges a recurring monthly base charge to its customers for providing water and sewer to them.

WHEREAS, effective January 1, 2015, the following recurring monthly base charges shall apply to the City of Elysian's water and sewer customers:

- 1. A single base charge shall apply to all single family residential properties based upon the number of hookups located on that property. For each hookup there shall be one base charge. If, however, a single family residential property has**

another, or multiple, habitable structure/s or guest cottage/s located on it, then two base charges or multiple base charges based upon the number of habitable structures thereon shall be charged.

- 2. A base charge shall apply to all commercial properties, excluding those commercial operations specifically addressed below, based upon the number of hookups located on that property. For each hookup there shall be one base charge. In addition, for any commercial operations where a single supply line is used to supply different areas or different buildings or different commercial or different residential operations a separate base charge shall apply for each of those operations.**
- 3. With regard to multiple mobile homes located on a parcel of property, and mobile home parks, there shall be a base charge for every two mobile homes located on a parcel of property, regardless of whether those mobile homes are occupied or not.**
- 4. With regard to campgrounds, a base charge shall be charged for every ten campsites on a parcel of property, regardless of whether they are occupied or not.**
- 5. With regard to apartment buildings, a base charge shall be charged to each unit in any apartment buildings, regardless of whether they are occupied or not.**
- 6. A base charge shall be applied to the Department of Natural Resources Building at 101 Fourth Street SW.**

- 7. A base charge shall apply to the museum building located at 301 Second Street NE.**
- 8. A base charge shall be charged to the genealogy building located at 303 Second Street NE.**
- 9. A base charge shall be charged to the fire hall located at 202 Main Street East.**
- 10. A base charge shall be applied to the Wayside Rest property located at 301 Main Street West.**

This policy was adopted this 9th. day of June, 2014 and may be amended from time to time by the City Council.

Attest:

Patricia Nusbaum, City Administrator

Clinton Stoen, Mayor

A special meeting will be held with the City Engineer to discuss the consideration of updating the special assessment policy and to review plan for future capital improvements.

Thanks to Tim Bengtson and Mack Evans for placing the flags on Main Street.

Thank you from WEM Elementary Principal – Great park experience.

Thank you to the Lake Area Women for the donating of the flowers for the flower pots.

Thank you to Modern Woodmen, Carol Morsching & AJ for the donation of \$50.00 toward the flowers for the flower pots.

Thanks to Greenwald Greenhouse for planting the flower pots and flag pole garden.

Spring clean up – was huge, a great success.

Councilmember McBroom thanked the Public Works Department for the good work they have done on the ball field.

On motion by Ziemer, seconded by Thayer, all voting in favor, bills, payroll, and transfers were approved in the amount of \$64,724.18.

Public Comment:

Rick Childs 105 East Highway #60 - He stated that when he is out selling raffle tickets, people ask as to whether the Museum is open, and will it be open over the 4th. of July,

since we are celebrating our 130th. year as a city. Mayor Stoen indicated that it is not open.

Gordon Kritzer- 310 East Main Street - Thanked the city crew for pulling the weeds and brush in the Elysian sign on the East end of town.

On motion by Stoen, seconded by McBroom, all voting in favor, meeting adjourned at 6:55 p.m.

Attest

Patricia Nusbaum, City Administrator

**ELYSIAN CITY COUNCIL
SPECIAL MEETING
JULY 10, 2014
5:05 P.M.**

The Elysian City Council met in regular session on Thursday, July 10, 2014, at City Hall at 5:05 p.m.

Due to the Mayor and Mayor Pro Tem being absent, a motion was made by Ziemer, seconded by McBroom, all voting in favor, to appoint Councilmember Edna Thayer as Mayor Pro Tem for the meeting.

Roll Call: Mayor Pro Tem Edna Thayer; Councilmembers Tom McBroom, Brian Ziemer, City Administrator Patricia Nusbaum, Deputy Clerk Lorri Kopischke, and Attorney Jason Moran. Absent: Mayor Clinton Stoen, Councilmember Mary Opsahl. Also present: Chris Cavett, SEH Engineering and John Roessler representing Public Works.

On motion by Ziemer, seconded by McBroom, all voting in favor, to allow discussion at this meeting regarding the Meixl property.

Councilmember Ziemer presented the following resolutions with Councilmember McBroom seconding as follows:

**CITY OF ELYSIAN
ELYSIAN, MINNESOTA**

RESOLUTION 440 -14

RESOLUTION ACKNOWLEDGING A DONATION FROM

ELYSIAN AMERICAN LEGION POST #311

WHEREAS, the City of Elysian has received a donation in the amount of \$1,500.00 from the Elysian American Legion Post #311, for tax relief to the Elysian Area Chamber of Commerce for the purpose of funding a portion of the July 4th. Celebration.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ELYSIAN, MINNESOTA THAT: the City Council of the City of Elysian acknowledges and accepts the donation from the Elysian American Legion Post #311 in the amount of \$1,500.00 – Fire Works.

Councilmember Ziemer introduced the resolution and was seconded by Councilmember McBroom.

Upon vote being taken:

Council Members voting in the affirmative: Ziemer, McBroom, Thayer.

Council Members voting in the negative: None.

Adopted by the City Council of the City of Elysian this 10th. day of July, 2014.

ATTEST:

Patricia Nusbaum, City Administrator

Clinton Stoen, Mayor

**CITY OF ELYSIAN
ELYSIAN, MINNESOTA**

RESOLUTION 441 -14

**RESOLUTION ACKNOWLEDGING A DONATION FROM
ELYSIAN AMERICAN LEGION POST #311**

WHEREAS, the City of Elysian has received a donation in the amount of \$600.00 from the Elysian American Legion Post #311, for tax relief to the Elysian Area Chamber of Commerce for the purpose of funding a portion of the July 4th. Celebration – Kid’s Bingo.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ELYSIAN, MINNESOTA THAT: the City Council of the City of Elysian acknowledges and accepts the donation from the Elysian American Legion Post #311 in the amount of \$600.00.

Councilmember Ziemer introduced the resolution and was seconded by Councilmember McBroom.

Upon vote being taken:

Council Members voting in the affirmative: Ziemer, McBroom, Thayer.

Council Members voting in the negative: None.

Adopted by the City Council of the City of Elysian this 10th. day of July, 2014.

ATTEST:

Patricia Nusbaum, City Administrator

Clinton Stoen, Mayor

**CITY OF ELYSIAN
ELYSIAN, MINNESOTA**

RESOLUTION 442-14

**RESOLUTION ACKNOWLEDGING A DONATION FROM
ELYSIAN AMERICAN LEGION POST #311**

WHEREAS, the City of Elysian has received a donation in the amount of \$1,600.00 from the Elysian American Legion Post #311, for tax relief to the Elysian Area Chamber of Commerce for the purpose of funding a portion of the July 4th. Celebration.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ELYSIAN, MINNESOTA THAT: the City Council of the City of Elysian acknowledges and accepts the donation from the Elysian American Legion Post #31 in the amount of \$1,600.00.

Councilmember Ziemer introduced the resolution and was seconded by Councilmember Thayer.

Upon vote being taken:

Council Members voting in the affirmative: Ziemer, McBroom, Thayer.

Council Members voting in the negative: None.

Adopted by the City Council of the City of Elysian this 10th. day of July, 2014.

ATTEST:

Patricia Nusbaum, City Administrator

Clinton Stoen, Mayor

Discussion was held on the potential of the City of Elysian being able to purchase the 20 lots which were in foreclosure in the Lake View Manor Subdivision. Lots would be under city control and would have to be mowed by the City. Lots have been devaluated in 2013 to \$20,000. Prior they were at \$42,500. Council will discuss further at their regular meeting on July 14, 2014.

Brief discussion was held on the Meixl property sewer matter. A consideration by the Engineer and former Public Works Director John Roessler, was to place a grinder pump on the Meixl property and hook directly into the force main. Engineer will be discussing with the County Engineer as to testing of the septs in the area around the Meixl property.

The City Assessment Policy was discussed along with examples from Montgomery and Maplewood, MN. Council agreed that the example of Montgomery will be looked at by

Attorney Moran and adjusted to fit Elysian. Engineer Cavett will provide any necessary portions to also be included in policy.

On motion by Ziemer, seconded by McBroom, all voting in favor, to have the Engineer draw up a proposal for an environmental storm water utility to be considered for the City of Elysian.

A brief discussion was held on the consideration of a storm water holding pond on the western edge of the Bernice Kuehn property. Water would be caught at the highway edge and tiled to existing Maple Avenue Storm water outlet.

On motion by McBroom, seconded by Ziemer, all voting in favor, meeting adjourned at 6:30 p.m.

Attest:

Edna Thayer, Mayor Pro-Tem

Patricia Nusbaum, City Administrator

**ELYSIAN CITY COUNCIL
REGULAR MEETING
JULY 14, 2014
6:00 P.M.**

The Elysian City Council met in regular session on Monday, July 14, 2014, at City Hall at 6:00 p.m.

Meeting opened with the Pledge of Allegiance to the US Flag.

Roll Call: Mayor Clinton Stoen; Councilmembers Tom McBroom, Mary Opsahl, Edna Thayer, Brian Ziemer, City Administrator Patricia Nusbaum, Deputy Clerk Lorri Kopischke, Public Works Director Ron Greenwald, and Attorney Jason Moran.

Sheriff Tietz was present to thank the organizations and city for the good July 4th. Event. He stated with the big crowds of people at many events, he thought everyone had a good time. There were only a couple of minor incidents. He thanked the Fire Department and the Emergency Management team for their 110% given to the City of Waterville during their flood crisis. He also commented that the speed truck will be stationed on County Road #11, in the city limits, registering speeds and a deputy will be near the sight at various times.

Attorney Moran updated the Council on the consideration of the offer of Le Sueur County to the City Council to purchase the twenty lots which had been up for foreclosure for \$75.00 per lot. If the city were to acquire the lots it would mean having control over them in order to actively look for a developer. It would also mean the city would have to maintain the lots. Council will meet to further discuss the amount of assessments to be placed on the lots.

Council Ziemer presented the following resolution with Councilmember McBroom seconding.

CITY OF ELYSIAN

RESOLUTION NUMBER: 444/14

A RESOLUTION AUTHORIZING THE PURCHASE OF PARCELS OF REAL ESTATE LOCATED IN THE LAKEVIEW MANOR TOWNSHOMES DEVELOPMENT, AKA COMMON INTEREST COMMUNITY NUMBER 026, FROM LE SUEUR COUNTY.

WHEREAS, several lots in the Lakeview Manor Townhomes Development, a/k/a Common Interest Community Number 026, have not been fully developed and certain parcels identified on the attached map have gone into tax forfeiture, and;

WHEREAS, the County of Le Sueur held a tax forfeiture auction in December 2013, in an effort to dispose of said parcels, and;

WHEREAS, Le Sueur County was unsuccessful in selling said parcels at auction, and;

WHEREAS, the City of Elysian herein proposes to purchase said parcels from Le Sueur County.

NOW, THEREFORE, BE IT RESOLVED, by the City Council for the City of Elysian, Le Sueur County, Minnesota, as follows:

- 1. That the City Administrator and City Attorney are hereby authorized to purchase said parcels on behalf of the City from the County for \$75.00 per parcel and Title the property in the City of Elysian's name.**
- 2. That this offer shall be contingent upon the City of Elysian not paying, or being responsible for, any past, present, or future real estate taxes on these parcels.**

Resolution was presented by Councilmember Ziemer, seconded by Councilmember McBroom, with the following vote being taken:

Voting Yes: Ziemer, McBroom, Opsahl, Thayer, Stoen.

Voting No: None.

This resolution was passed this 14th. day of July, 2014, by the City Council for the City of Elysian.

Public Works Report:

1. Public Works Director Ron Greenwald was present to state that he was continuing to work on getting quotes for a ranger type vehicle for use by the public works department.

2. John Roessler reported on the flood damage in Elysian. He stated that 34 trees had been removed, the sanitary sewer ponds were at capacity and needed to be discharged, the City Park beach area had suffered much damage and a great deal of sand is needed to be brought in to restore the park. He stated that there was a FEMA meeting in Le Center July 18, 2014 to present the cost damages so that maybe some of the expenses would be included for reimbursement if Le Sueur County is considered a disaster area. Administrator and Roessler will attend the meeting.

3. Mayor Stoen reminded the employees of being aware that overtime is not warranted unless in the case of emergencies.

Administration Report:

1. Discussion was held on the alternatives for sanitary sewer to the Meixl property located at 1234 Scenic Hideaway Lane. On motion by Ziemer, seconded by McBroom, all voting in favor, to table the request for a variance hearing until further research can be made as to the placement of a grinder pump into the city force main located along County Road #14.

RESOLUTION 443/14

RESOLUTION ESTABLISHING DATES FOR FILING AFFIDAVITS OF CANDIDACY

BE IT RESOLVED, by the Elysian City Council, State of Minnesota, as follows:

- 1. The period for filing affidavits of candidacy of the office of Mayor and Council shall begin on July 29, 2014 and shall close on August 12, 2014. An affidavit of candidacy must be filed in the Office of the Administrator and the \$2.00 filing fee paid prior to 5:00 p.m. on August 12, 2014.**
- 2. The Administrator is hereby authorized and directed to cause notice of said filing dates to be published in the official newspaper of the city, at least two (2) weeks prior to the first day to file Affidavits of Candidacy.**
- 3. The Administrator is hereby authorized and directed to cause notice of said filing dates to be posted at the administrative office of the City of Elysian at least ten (10) days prior to the first day to file Affidavits of Candidacy.**
- 4. The notice of said filing dates shall be in substantially the following form:**

PUBLIC NOTICE

NOTICE OF FILINGS OF AFFIDAVITS OF CANDIDACY FOR THE CITY ELECTION, CITY OF ELYSIAN, LE SUEUR AND WASECA COUNTIES, STATE OF MINNESOTA

NOTICE IS HEREBY GIVEN; that the City of Elysian City Municipal Election will be held in the City of Elysian on Tuesday, November 4, 2014, for the following positions:

**Mayor – Two (2) year term
Councilmember – Four (4) year term
Councilmember – Four (4) year term**

Affidavits of candidacy for the above positions may be filed at the Office of the Administrator at City Hall, located at 110 West Main Street between the hours of 8:00 a.m. and 4:30 p.m. Monday through Friday starting on Tuesday, July 29, 2014 through Tuesday, August 12, 2014.

Filing will close at 5:00 p.m. on August 12, 2014.

Filing fee: \$2.00

Dated: July, 9, 2012

Resolution presented by Member McBroom, seconded by Member Thayer, resolution approved with the following vote being taken:

**Voting Yes: Ziemer, McBroom, Opsahl, Thayer, Stoen
Voting No: None**

Attest:

Patricia Nusbaum, Administrator

Clinton Stoen, Mayor

**CITY OF ELYSIAN
RESOLUTION NO. 445/14**

**A RESOLUTION APPROVING 2014 ELECTION JUDGES
FOR BOTH THE STATE PRIMARY AND GENERAL ELECTIONS**

BE IT RESOLVED, by the Council of the City of Elysian, County of Le Sueur and Waseca Counties, State of Minnesota, that the following persons will be 2014 Election Judges for the August 12th State Primary and the November 4th General Election. Their hourly rate of pay will be \$9.00 per hour.

Judges for Elections are: Julaine Jacobson, Sarah Reindal, Marilyn Sandquist, John Stephanie, Nadine Strong, Shirley Tetzloff, Marie Tuve, Brian Van Asperen. Patricia Nusbaum, Head Judge, Lorrie Kopischke, Head Judge Trainee.

BE IT FURTHER RESOLVED, Elysian City Administrator will be the Head Election Judge and as such we further grant her authority to designate additional election judges should an emergency arise.

Resolution was presented by Councilmember McBroom, seconded by Councilmember Thayer with the following vote being taken:

Voting Yes: McBroom, Thayer, Opsahl, Ziemer, Stoen.

Voting No: None.

ADOPTED by the City Council this 14th. day of July, 2014.

Attest:

Patricia Nusbaum, Administrator

Clinton Stoen, Mayor

On motion by Thayer, seconded by Ziemer, all voting in favor, to approve \$750.00 for National Night Out to be held August 5, 2014.

Discussion was held on the request for vacating of that portion of Frank Avenue NE from Third Street NE to Fifth Street NE. Concern was that the street may have been vacated years ago. On motion by Ziemer, seconded by Stoen, all voting in favor, request was tabled until further research can be made.

Councilmember McBroom commented on the successful July 4th. Celebration. It was the first time for vendors. Vendors were impressed with the City and the people were friendly.

On motion by Thayer, seconded by McBroom, all voting in favor, to approve the bills, payroll, and transfers in the amount of \$64,483.28.

Public Comment:

Gordon Kritzer, 310 East Main Street – Commented on the discussion of the vacating of Frank Street NE from Third Street NE to Fifth Street. He indicated when he moved into his property, Fourth Street NE had not been vacated all of the way through. He indicated that he had to get an Attorney to get the matter finalized. Sometimes the transaction does not get filed.

On motion by Stoen, seconded by Thayer, all voting in favor, meeting adjourned at 6:57 p.m.

Attest:

Patricia Nusbaum, City Administrator

Clinton Stoen. Mayor

**ELYSIAN CITY COUNCIL
REGULAR MEETING
AUGUST 11, 2014
6:00 P.M.**

The Elysian City Council met in regular session on Monday, August 11, 2014, at City Hall at 6:00 p.m.

Meeting opened with the Pledge of Allegiance to the US Flag.

Roll Call: Mayor Clinton Stoen; Councilmembers Tom McBroom, Mary Opsahl, Edna Thayer, Brian Ziemer, City Administrator Patricia Nusbaum, Deputy Clerk Lorri Kopischke, Public Works Director Ron Greenwald, and Attorney Jason Moran.

Chief Deputy Brett Mason was present and handed out a police report of transaction in the city this past month. He stated that it was quite quiet this summer. He commented on the concern of the speed of traffic on County Road #11 around Lake Francis. He felt the digital speed sign was helpful and made people aware of the speed they were traveling. Since the sign is now gone, he stated there would be extra patrol by the Sheriff's Office.

Tom Graham, Thirsty Beaver Bar, was present to ask the Council to allow an outside band at his establishment on Sunday, August 31, 2014 from 8:30 p.m. until 12:30 a.m. On motion by Thayer, seconded by McBroom, all voting in favor, to allow The Thirsty Beaver Bar to hold an outside band event on Sunday, August 31, 2014.

Lori Trostem, Trostem's Shady Shores was present and asked questions regarding the new water base charge policy. Her concern was the financial hardship on her business and the patrons of her campground.

Public Works Report:

Discussion was held on the need to repair the stub line into the sanitary sewer line west of 6th Street NW. The problem is creating a large amount of water to run into the sanitary sewer. On motion by Ziemer, seconded by McBroom, all voting in favor, to approve the repair of the stub line west of Sixth Street NW.

Discussion was held on the acquiring of a portion of property located in Government Lot 7 for a storm water holding pond. On motion by Stoen, seconded by McBroom, all voting in favor, further discussion will be held after more information is obtained.

John Roessler, Emergency Management Director, updated the Council on the recent FEMA flood meeting. It appears that there will be a couple more meetings plus a view of all the sites that had damage.

On motion by Ziemer, seconded by McBroom, all voting in favor, to approve the amount of \$8,500 for crack filling of certain streets, prior to seal coating, with funds being taken out of the Maintenance Equipment Fund. Replacement of funds will be made from the 2015 budget.

Administration Report:

On motion by Ziemer, seconded by Thayer, all voting in favor, the Le Sueur County Highway Agreement for 2014 was approved in the amount of \$9,481.46.

The creation of an Environmental Utility Fund Ordinance was tabled until the Council could meet with the City Engineer.

The draft special assessment policy was tabled until a meeting could be held with the City Engineer.

**CITY OF ELYSIAN
ELYSIAN, MINNESOTA**

RESOLUTION 446-14

**RESOLUTION ACKNOWLEDGING A DONATION FROM
ELYSIAN FIRE DEPARTMENT RELIEF ASSOCIATION**

WHEREAS, the City of Elysian has received a donation in the amount of \$6,000 from the Elysian Fire Department Relief Association, designated for tax relief,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ELYSIAN, MINNESOTA THAT: the City Council of the City of Elysian acknowledges and accepts the \$6,000.00 donation from the Elysian Fire Department Relief Association and have designated that the donation be disbursed as follows: \$6,000 to put toward debt service for fire vehicle.

BE IT FURTHER RESOLVED THAT: The Elysian City Council expresses its thanks and appreciation for the donation.

Councilmember Ziemer introduced the resolution and was seconded by Councilmember Thayer.

Council Members voting in the affirmative: Ziemer, Thayer, McBroom, Opsahl, Stoen.

Council Members voting in the negative: None.

Adopted by the City Council of the City of Elysian this 11th.day of August, 2014.

Attest:

Patricia Nusbaum, City Administrator

Clinton Stoen, Mayor

RESOLUTION 447/14

WHEREAS; The Elysian City Council was presented with a request from the American Legion Post #311 for one day off site lawful gambling,

WHEREAS; State Laws of Minnesota require approval be granted by the local governing body, thus the City of Elysian,

WHEREAS; the request was made at a regular meeting of the Elysian City Council,

NOW THEREFORE, BE IT RESOLVED; The Elysian City Council granted approval for a one day off site lawful gambling license to the Elysian American Legion Post #311 in conjunction with a fishing contest to be held on February 1, 2015.

The motion for the adoption of the foregoing resolution was presented by Councilmember Ziemer, and seconded by Councilmember Thayer, and after full discussion thereof, and upon vote being taken thereon, the following voted in favor thereof: Ziemer, Thayer, McBroom, Opsahl, Stoen.

And the following voted against the same: None.

Whereupon said resolution was declared duly passed and adopted.

Dated this 11th. day of August, 2014.

Attest:

Patricia Nusbaum, City Administrator

Clinton Stoen, Mayor

On motion by Stoen, seconded by McBroom, all voting in favor, a budget workshop will be held on September 10, 2014 at 5:00 p.m.

On motion by Ziemer, seconded by McBroom, all voting in favor, bills, payroll, and transfers were approved in the amount of \$145,822.55.

John Roessler retires on August 15th. Council approved Roessler to be contacted, when needed, and be paid a consulting fee with a minimum of two hours when called out. His hourly salary will remain at \$26.17 per hour. Council expressed their appreciation to John for his dedication and work he has done for the City of Elysian over the many years.

On motion by Ziemer, seconded by McBroom, all voting in favor, meeting adjourned at 7:17 p.m.

Attest:

Clinton Stoen, Mayor

Patricia Nusbaum, City Administrator

**ELYSIAN CITY COUNCIL
SPECIAL MEETING
SEPTEMBER 3, 2014
5:00 P.M.**

The Elysian City Council met in special session on Wednesday, September 3, 2014, at City Hall at 5:00 p.m.

Roll Call: Mayor Clinton Stoen; Councilmembers Tom McBroom, Mary Opsahl, Edna Thayer, Brian Ziemer, City Administrator Patricia Nusbaum, Deputy Clerk Lorri Kopischke, and Attorney Jason Moran.

The purpose of the special meeting was to hear the comments from the property owners affected by the newly passed Water Base Charge Policy.

Mayor Stoen opened the meeting with comments relating to how the policy came about, his feelings regarding the policy, and then opened the meeting up to the Councilmembers to express their position on the policy.

Property Owners consisting of Megan James, James Management, Inc., Kathy and Scott Roemhildt, Pit Stop; Bob and Bev Silvers, Silvers Resort, Lori Trostem, Trostem's Shady Shore, and Pete Steinmetz were present with their concerns as to how the policy affected them personally and to their businesses.

After some of the residents from the campground and mobile home park spoke, a motion was made by Stoen, seconded by McBroom, to rescind the policy presently in place and to set up a committee of the Council, to include citizen representation, to re-evaluate the policy and bring recommendations to the Council, so that the Council can take action prior to January 1, 2015. Roll call voter being taken: Voting Yes: Stoen, McBroom, Opsahl, Thayer, Ziemer. Voting No: None. Motion declared carried.

On motion by Stoen, seconded by McBroom, all voting in favor, meeting adjourned at 6:35 p.m.

Attest:

Clinton Stoen, Mayor

Patricia Nusbaum, City Administrator

**ELYSIAN CITY COUNCIL
REGULAR MEETING
SEPTEMBER 8, 2014
6:00 P.M.**

The Elysian City Council met in regular session on Monday, September 8, 2014, at City Hall at 6:00 p.m.

Meeting opened with the Pledge of Allegiance to the US Flag.

Roll Call: Mayor Clinton Stoen; Councilmembers Tom McBroom, Mary Opsahl, Edna Thayer, Brian Ziemer, City Administrator Patricia Nusbaum, Deputy Clerk Lorri Kopischke, Public Works Director Ron Greenwald, and Attorney Jason Moran.

On motion by Ziemer, seconded by McBroom, all voting in favor, to approve the minutes of regular meeting of August 11, 2014 and the special meeting of September 3, 2014.

On motion by Stoen, seconded by Thayer, all voting in favor, to approve the agenda with the additional items;

1. Escrow account for Meixl project
2. Local Government Aid
3. Check for damages to wall by fire hall

There was no public comment.

A short discussion was held on the draft update of the special assessment policy made by Attorney Moran. The policy will be considered at a later date closer to the 2016 street project.

City Engineer was present to discuss with the Council matters concerning the updating of the Special Assessment policy and Environmental Utility Fund. He presented a quote for services to do a study for the City on the establishing of the Utility Fund. After much discussion a motion was made by Stoen, seconded by McBroom, all voting in favor, to approve the Engineering firm of SEH, Inc. to proceed with the developing a study in setting up an Environmental Utility Fund at a cost of \$9,800.

Engineer updated the Council on the Meixl sanitary sewer matter. Discussion was held on the involvement of the City Engineer with the project. Chris Cavett, Engineer stated that he works for the City, not the developer, and an oversight is needed on the work being done by the developer with the connecting to the city sanitary sewer. He suggested an escrow account be set up to pay for engineer fees attributed to the Meixl project. On motion by Stoen, seconded by Opsahl, to establish an escrow account in the amount of \$2,500 to be paid by Meixl to cover costs for overview by the City Engineer. Voting Yes: Stoen, Opsahl, McBroom, Thayer. Voting No: Ziemer. Motion declared carried.

Councilmember McBroom left the meeting at this time.

Public Works update:

Ron Greenwald, Public Works Director, asked the Council to consider the purchase of a piece of ground in Government Lot 7 and a piece of ground in Block 19, Logan Elysian to be acquired for holding ponds to allow a greater benefit to Lake Elysian. Storm water would be filtered through a storm water holding pond prior to making its way to Lake Elysian. Government Lot 7 property will be researched by Mayor Stoen and he will report back to the Council as to the cost for the land purchase.

Council was updated on a negligence issue regarding the construction project form 20112. Attorney Moran will research the matter.

Fire Chief Jason James was present to ask the Council to advertise for additional Fire Fighters. On motion by Ziemer, seconded by Stoen, all voting in favor, to approve the advertising for additional Fire Fighters with the possibility of allowing up to three applicants. Applications will close October 8, 2014 at 4:30 p.m.

Lorri Kopischke, EDA Administrator, informed the Council of action the EDA had taken in helping the citizens of Elysian by allowing \$25.00 per residence rebate on their purchase of the new \$200 water meters. Those yet to be purchased will be charged \$175.00, those who have already bought their meter will be reimbursed the \$25.00. The \$25.00 reimbursement is only allowable if the resident makes an appointment to have their meter installed by 6/30/15.

Lorri Kopischke, EDA Administrator, informed the Council of action the EDA had taken in helping the citizens of Elysian by allowing \$25.00a per residence rebate on their purchase of the new \$200.00 water meters. Those yet to be purchased will be charged \$175.00, those who have already bought their meter will be reimbursed the \$25.00. The \$25.00 reimbursement is only allowable if he resident makes an appointment to have their meter installed by 6/30/15.

Kopischke also informed the Council that the EDA had offered \$12,000 to go toward the new advertising sign that will be purchased through donations from the community and placed adjacent to Highway #60 by the Tourism Center.

John Roessler, Emergency Management Director, updated the Council on meetings with FEMA regarding damages to City property during the June storms. Items being considered by FEMA:

- 1. Pond dredging in Roemhildt Subdivision**
- 2. Pond dredging near Shoreview Drive**
- 3. Storm Sewer area – by Pit Stop/Hwy #60 rip rap**
- 4. Under DNR Trail – Filled in due to gravel and mud draining from properties**
- 5. Sakatah Bay – Clean pond and rip rap**
- 6. Culvert at Fifth Street NE**
- 7. Sanitary Sewer ponds – rip rap**
- 8. Repair Root's Beach Road**

- 9. Repair Willow Point Drive – Road**
- 10. Park – Beach Sand**
- 11. Park dike repair**
- 12. Generator and pumping**

Administration Report:

Reminder of the budget workshop – September 10th. at 5:00 p.m.

Fall Clean-up will be Saturday, October 11, 2014 in front of the Elysian Learning Center, former Elementary School from 8:30 a.m. and 11:00 a.m.

Updated the Council on a request for a new mail box which citizen claims had been hit by the snow plow last snow season. Council took no action.

Notified the Council that the Local Government Aid check was sent early due to Le Sueur County being considered a flood disaster area.

Received a check from an insurance company for damages to the retaining wall on Main Street near the Fire Hall in the amount of \$2,310.00. Wall will be repaired by Public Works employees.

On motion by Ziemer, seconded by Thayer, all voting in favor, bills, payroll, and transfers were approved in the amount of \$107,632.19.

Public comment time:

Tom Mutch, 1250 Scenic Hideaway Lane – was concerned about the grinder pumps that are being considered for the new house on the Meixl property. He was concerned about it being an eye sore, a possible odor from the grinder pump, who owns and maintains the line from the grinder pump, and what safety precautions were being considered if there is a break in the piping. City Engineer Cavett answered all the questions, and stated that grinder pumps were being placed around Madison Lake, Duck Lake and have been placed around Lake Washington and the City of Elysian has 16 grinder pumps in place in various areas of the City.

John Roessler asked for a round of applause for Mack and Jan Evans on the great National Night Out again this year.

On motion by Stoen, seconded by Opsahl, all voting in favor, meeting adjourned at 8:00 p.m.

Attest:

Clinton Stoen, Mayor

Patricia Nusbaum, City Administrator

**ELYSIAN CITY COUNCIL
SPECIAL (WORKSHOP) MEETING
SEPTEMBER 10, 2014
5:00 P.M.**

The Elysian City Council met in regular session on Wednesday, September 10, 2014, at City Hall at 5:00 p.m.

Roll Call: Mayor Clinton Stoen; Councilmembers Tom McBroom, Edna Thayer, Brian Ziemer, City Administrator Patricia Nusbaum, Deputy Clerk Lorri Kopischke. Absent: Councilmember Mary Opsahl.

The purpose of the meeting was to review the 2014 budget payable 2015.

Discussion was held on various items in the budget. Council agreed to hold another workshop meeting on Thursday, September 18, 2014, at 5:00 p.m. to meet with the committee on basic water charges; 6:00 p.m. to go into closed session to discuss a possible land purchase; and after that the Council will meet to again review the 2014 payable 2015 budget and consider action on the preliminary levy.

On motion by McBroom, seconded by Stoen, all voting in favor, meeting adjourned at 7:00 p.m.

Attest:

Clinton Stoen, Mayor

Patricia Nusbaum, City Administrator

**ELYSIAN CITY COUNCIL
SPECIAL MEETING
SEPTEMBER 18, 2014
5:00 P.M.**

The Elysian City Council met in regular session on Wednesday, September 18, 2014, at City Hall at 5:00 p.m.

Roll Call: Mayor Clinton Stoen; Councilmembers Tom McBroom, Edna Thayer, Brian Ziemer, City Administrator Patricia Nusbaum, Deputy Clerk Lorri Kopischke. **Absent:** Councilmember Mary Opsahl.

Water base charge committee present: Lori Trostem, Trostem's Shady Shores; Bob and Bev Silver, Silvers Mobile Home Park; John Hoeft, Woodbine Townhomes; Peter Steinmetz, 17 Roots Beach Lane, Bob Ringhoffer, Silvers Mobile Home Park, spokesman for the above mentioned.

Mayor Stoen opened the meeting stating that the Council would hold the water base charge committee until 6:00 p.m. after which the Council needed to go into closed session to negotiate a possible purchase of a piece of property, after which more discussion would be held on the budget.

Discussion was held on the data given to the Council by Peter Steinmetz. Most comments were regarding the base charges to the Mobile Home Park as to full time residents versus summer only residents, along with campground customers who are only there in the summer.

Council will consider all comments, review and will get back to the committee.

Council then went into closed session at 6:35 p.m. to consider a land purchase option.

Council meeting was reopened at 6:45 p.m.

On motion by Stoen, seconded by McBroom, all voting in favor, to contact Megan James, Realtor for the Bernice Kuehn property, to make an offer in the amount of \$10,000 for the purchase of a portion of property needed and to include a fifteen foot easement for access to the potential holding pond area.

Council continued to review the proposed budget and levy. On motion by Thayer, seconded by Ziemer, the following resolution was presented:

RESOLUTION 448/14

**RESOLUTION ADOPTING PRELIMINARY 2014 TAX LEVY, PAYABLE 2015
CITY OF ELYSIAN
LE SUEUR AND WASECA COUNTIES**

BE IT RESOLVED; the Elysian City Council of the City of Elysian, Le Sueur and Waseca Counties, Minnesota that the following sums of money is levied for the current year, collectible in 2015, upon taxable property in the City of Elysian, for the following purposes:

General Fund	\$378,072
Fire Relief	\$ 12,962
Maintenance Replacement Eq.	\$ 27,000
Storm Sewer	\$ 5,000
City Hall Debt	\$ 31,738
2009 GO Improvement Levy	\$ 43,045
2012 Local Improvement Levy	\$ -0-
Total Preliminary Levy	\$497,817

Voting Yes: Thayer, Ziemer, McBroom, Stoen

Voting No: None

The City Administrator is hereby instructed to transmit a certified copy of this resolution to the County Auditor for Le Sueur County and Waseca County, Minnesota.

Adopted by the Elysian City Council on September 18, 2014.

Attest:

Patricia Nusbaum, City Administrator

Clinton Stoen, Mayor

On motion by Thayer, seconded by Ziemer, to cut tourism advertising in the amount of \$3,000. Voting Yes: Thayer, Ziemer, McBroom. Voting No: Stoen. Motion declared carried.

On motion by McBroom, seconded by Ziemer, all voting in favor, meeting adjourned at 8:23 p.m.

Attest:

Clinton Stoen, Mayor

Patricia Nusbaum, City Administrator

**ELYSIAN CITY COUNCIL
SPECIAL MEETING
OCTOBER 1, 2014
5:00 P.M.**

The Elysian City Council met in regular session on Wednesday, October 1, 2014, at City Hall at 5:00 p.m.

Roll Call: Mayor Clinton Stoen; Councilmembers Tom McBroom, Mary Opsahl, Edna Thayer, Brian Ziemer, City Administrator Patricia Nusbaum, Deputy Clerk Lorri Kopischke.

Water base charge committee present: Lori Tostem, Trostem's Shady Shores; Bob and Bev Silver, Silvers Mobile Home Park; John Hoeft, Woodbine Townhomes; Peter Steinmetz, 17 Roots Beach Lane, spokesperson for above mentioned committee members.

Peter Steinmetz, 17 Roots Beach Lane and spokesperson for the committee representing the mobile home park and the campgrounds, offered some suggestions on possible considerations on charging the base charges.

Bob Silver, representing Silver's Campground, stated that the city does nothing for him, there was no hydrant near the mobile home park, do not flush hydrants long enough, they had timed the city employees; they have no way of flushing the mobile home park system, Silver does all of his own maintenance, Silver does all himself, and the city does not snowplow his Park.

John Hoeft, committee member stated that when he goes south in the winter, he pays a base charge for water and sewer and thinks that the mobile home park should also pay base charges.

Discussion followed on various scenarios of base charges and consideration of using a consultant to review options prior to setting rates in December.

Councilmembers will bring to the October 13th. regular meeting their thoughts as to what properties will receive base charges.

On motion by Ziemer, seconded by McBroom, all voting in favor, meeting adjourned at 6:18 p.m.

Attest:

Clinton Stoen, Mayor

Patricia Nusbaum, City Administrator

**ELYSIAN CITY COUNCIL
REGULAR MEETING
OCTOBER 13, 2014
6:00 P.M.**

The Elysian City Council met in regular session on Monday, October 13, 2014, at City Hall at 6:00 p.m.

Meeting opened with the Pledge of Allegiance to the US Flag.

Roll Call: Mayor Clinton Stoen; Councilmembers Tom McBroom, Mary Opsahl, Edna Thayer, Brian Ziemer, City Administrator Patricia Nusbaum, Deputy Clerk Lorri Kopschke, and Attorney Jason Moran.

On motion by Ziemer, seconded by Opsahl, all voting in favor, minutes of September 8th; 10th; 18th; and October 1, 2014 were approved as presented.

On motion by Stoen, seconded by McBroom, all voting in favor, to approve the agenda with the following additions:

1. Retiring Fire Fighters
2. Closing City Hall day after holidays

No one was present for public comment time.

Sheriff Tietz was present to give to the Council the recent updates of police activity for the City of Elysian. When questioned about the loud explosion heard on the evening of the 12th, Sheriff Tietz stated that he was looking into the explosion that had taken place and knew that it was a powder device. Sheriff Tietz also stated that there would be extra patrol on Halloween between 4:00 p.m. and 7:00 pm. Tietz also stated that high definition cameras will be mounted in all squad cars.

City Engineer, Chris Cavett, was present to update the Council on progress on the house being built on property located at 1234 Scenic Hideaway Lane. Neighbor Tom Mutch, 1250 Scenic Hideaway Lane, located adjacent to the property, aired his concerns regarding the drainage, run off, and the installation of the drainage system, and zoning. Engineer Cavett answered all questions to the best of his ability regarding the concerns.

John Meyer, 1240 Scenic Hideaway Lane, a neighbor to the 1234 Scenic Hideaway Lane property, aired his concern regarding the water run off since the path the water from the area was now being diverted. He has not had any problem with flooding, but is now concerned. He was concerned about the setbacks. He had seen several set back amounts and was unsure as to what the setback was going to be. Engineer Cavett stated that one side is 11.8 feet and the other 8 feet, all meeting code.

Steve Rohlfig, Le Sueur County Commissioner, he asked the Engineer to work with DNR and the property owner to be sure that the water will create less issues. He suggested a possibility of a rain garden.

A DNR representative, Dan Girolama, was present to offer assistance and comments on the project.

Mack Evans was present to update the Council on the digital sign that will be placed along State Hwy #60 near the Tourism Center. The sign will be two sided and will be used for announcing community events. The signs cost is approximately \$20,000 and the pole, \$400 has been paid by an anonymous donor. No permits are needed due to being placed on city property and announcing only community sponsored events.

Mike Kauss, 6 Egret Lane, was present to express to the Council a fund raiser to help with the renovation of the American Legion Club Rooms. Kauss was asking approval of the Council to sell pavers as sidewalk in front of Legion Post #311. Pavers could be purchased to memorialize veterans. On motion by McBroom, seconded by Thayer, all voting in favor, approved the request of the Elysian American Legion Post #311 to place paver for sidewalk in front of the American Legion Post #311.

President of the Elysian Planning and Zoning Commission, Rick Galewski and Boardmember Gary Buchschacher were present to encourage the Council to set a price on the lots the city owns located in the Lake View Manor Subdivision. Galewski and Buchschacher presented to the Council a brochure that Buchschacher had developed as to the attributes of the Lake View Manor area, which they would like the Council to consider to be handed out to potential developers that may inquire about the lots. Plus the brochure can be e-mailed to various developers throughout the area. Another area of getting the word out is to attend travel and builder shows in the Spring. On motion by McBroom, seconded by Thayer, Council set the price of the lots at \$25,000 per lot, which equal \$100,000 per unit. No assessments will be added on to the price, but are included in the price.

Motion was made by Stoen, seconded by Thayer, all voting in favor, Council made a decision on the water base charge for campgrounds, apartments, and mobile home park. Those living in the mobile home park year round will be charged a monthly water base charge. The remaining mobile homes will be charged a water base charge at a rate of one base charge for every ten mobile homes for six months of the year. The campgrounds will be charged one water base charge for each 10 campsites for six months of the year. Apartments will be charged a base charge for each unit, along with base charges to the Museum Building, Genealogy Center, Fire Department, DNR Wayside Rest. Water Base Charge Policy will be voted on at the next regular meeting of the Council.

Administration update:

1. On motion by Ziemer, seconded by Stoen, all voting in favor, the Elysian City Council approved the Mutual Aid Agreement between Le Sueur, Blue Earth, and Nicolett Counties.
2. Everbridge Mass Notification System information will be included in the next utility billing. This is for anyone wanting to be on a red alert notification as to emergencies within the County.
3. The following Resolution 448/14 was approved as presented:

**CITY OF ELYSIAN
ELYSIAN, MINNESOTA**

RESOLUTION 448/14

**RESOLUTION APPROVING THE CONVEYANCE OF PROPERTY TO THE
CITY OF ELYSIAN**

WHEREAS, the City of Elysian has received from the Le Sueur County Auditor-Treasurer Office a classification listing of non-conservation land located in the City of Elysian;

AND WHEREAS, said parcels being described in the listing forfeited to the State of Minnesota for non-payment of property taxes are as described:

Parcel #16.410.0995 – Elysium, City of Elysian – lots 8-9-10-11-12 in Block 6 & Block 14 & lots 1 thru 6 in Block 15 & N 64 ft. of lots 7-8-9-10 -11-12-13 in block 15, City of Elysian.

AND WHEREAS, parcels listed would be of benefit to the City of Elysian to be used for a public purpose;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ELYSIAN, MINNESOTA THAT: the City Council of the City of Elysian acknowledges the listed forfeiture property from the Le Sueur County Auditor – Treasurer Office, and approve the conveyance to the City of Elysian to be used for a public purpose with property being described as follows:

Parcel #16.410.0995 – Elysium, City of Elysian – lots 8-9-10-11-12 in Block 6 & Block 14 & lots 1 thru 6 in Block 15 & N 64 ft. of lots 7-8-9-10 -11-12-13 in block 15, City of Elysian.

Councilmember Stoen introduced the resolution and was seconded by McBroom.

Upon vote being taken:

Council Members voting in the affirmative: Stoen, McBroom, Opsahl, Thayer, Ziemer.

Council Members voting in the negative: None.

Adopted by the City Council of the City of Elysian this 13th. day of October, 2014.

ATTEST:

Patricia Nusbaum, City Administrator

Clinton Stoen, Mayor

- 4. On motion by Stoen, seconded by McBroom, all voting in favor, to approve a part time salary for long time part time employee Max Venero at \$13.00 per hour and approved a temporary salary for John Roessler at \$15.00 with a consulting (water and sanitary sewer) salary at \$26.17 per hour.**
- 5. Discussion on the purchase agreement for a parcel of land in Government Lot 7 to be used for storm water purposes, is being considered by the owner of the property.**

On motion by Stoen, seconded by McBroom, all voting in favor, to accept the retirement of Dennis Schnoor and Nick James from the Elysian Fire Department.

On motion by Ziemer, seconded by McBroom, all voting in favor, to approve the closing of City Hall on November 28, 2014 and December 26, 2014 with employees taking a floating holiday or vacation.

On motion by Ziemer, seconded by McBroom, all voting in favor, to approve the bills, payroll, and transfers in the amount of \$103,726.96.

Public Comment time:

Bob Silver, Silver's Mobile Home Park – asked if the unopened Fourth Street SW street easement could be used as an easement to the property for storm water drainage. Nusbaum indicated that it was being researched as to whether the street has been vacated.

On motion by Stoen, seconded by McBroom, all voting in favor, meeting adjourned at 8:23 p.m.

Attest:

Clinton Stoen, Mayor

Patricia Nusbaum, City Administrator

**ELYSIAN CITY COUNCIL
REGULAR MEETING
NOVEMBER 10, 2014
6:00 P.M.**

The Elysian City Council met in regular session on Monday, November 10, 2014, at City Hall at 6:00 p.m.

Meeting opened with the Pledge of Allegiance to the US Flag.

Roll Call: Mayor Clinton Stoen; Councilmembers Tom McBroom, Mary Opsahl, Edna Thayer, Brian Ziemer, City Administrator Patricia Nusbaum, Public Works Director Ron Greenwald, Deputy Clerk Lorri Kopischke, and Attorney Jason Moran.

On motion by Ziemer, seconded by Thayer, all voting in favor, minutes of October 13, 2014 were approved as presented.

On motion by McBroom, seconded by Opsahl, all voting in favor, the agenda was approved as presented.

After a public hearing being held and on recommendation of the Planning and Zoning Commission, a motion was made by Stoen, seconded by Opsahl, all voting in favor, to approve the variance request from Chelsie and Nick Johnson, 410 First Street N for the placement of a garage within the 150 set back of a natural environment lake. Variance approved.

A request was made for a variance by Warren and Yvonne Blomquist, 200 Francis Circle South, for the construction of an accessory building, garage, on property directly across the street from the home. After a public hearing and on the recommendation of the Planning and Zoning Commission, a motion was made by Ziemer, seconded by McBroom, all voting in favor, to not approve the request for a variance to place an accessory building on property owned by the Blomquists which is located across the street from their primary residence. Variance denied.

Mayor Stoen updated the Council on the property which an offer had been made for a storm sewer pond to be located at 105 First Street South. At this time the owner of the house is not interested in selling.

Administration update:

On motion by Thayer, seconded by Ziemer, all voting in favor to approve the following resolutions:

**CITY OF ELYSIAN
ELYSIAN, MINNESOTA**

RESOLUTION 449/14

**RESOLUTION ACKNOWLEDGING A DONATION FROM
ELYSIAN AMERICAN LEGION POST #311**

WHEREAS, the City of Elysian has received a donation in the amount of \$1,500.00 from the Elysian American Legion Post #311, to the Elysian Area Chamber of Commerce.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ELYSIAN, MINNESOTA THAT: the City Council of the City of Elysian acknowledges and accepts the donation from the Elysian American Legion Post #311 for tax relief in the amount of \$1,500.00 for the purpose of contributing to the Elysian Area Chamber of Commerce.

Upon vote being taken:

Councilmember Thayer introduced the resolution and was seconded by Councilmember Ziemer.

Council Members voting in the affirmative: Thayer, Ziemer, McBroom, Opsahl, Stoen.

Council Members voting in the negative: None.

Adopted by the City Council of the City of Elysian this 10th. day of November, 2014.

ATTEST:

Patricia Nusbaum, City Administrator

Clinton Stoen, Mayor

**CITY OF ELYSIAN
ELYSIAN, MINNESOTA**

RESOLUTION 450/14

**RESOLUTION ACKNOWLEDGING A DONATION FROM
ELYSIAN AMERICAN LEGION POST #311**

WHEREAS, the City of Elysian has received a donation in the amount of \$2,000.00 from the Elysian American Legion Post #311, to the Elysian Area Chamber of Commerce.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ELYSIAN, MINNESOTA THAT: the City Council of the City of Elysian acknowledges and accepts the donation from the Elysian American Legion Post #311 for tax relief in the amount of \$1,500.00 for the purpose of contributing toward the Community Digital Sign.

Upon vote being taken:

Councilmember Thayer introduced the resolution and was seconded by Councilmember Ziemer.

Council Members voting in the affirmative: Thayer, Ziemer, McBroom, Opsahl, Stoen.

Council Members voting in the negative: None.

Adopted by the City Council of the City of Elysian this 10th. day of November, 2014.

ATTEST:

Patricia Nusbaum, City Administrator

Clinton Stoen, Mayor

RESOLUTION 551/14

WHEREAS; The Elysian City Council was presented with a request from the Elysian Fire Relief Association for one day off site lawful gambling,

WHEREAS; State Laws of Minnesota require approval be granted by the local governing body, thus the City of Elysian,

WHEREAS; the request was made at a regular meeting of the Elysian City Council,

NOW THEREFORE, BE IT RESOLVED; The Elysian City Council granted approval for a one day off site lawful gambling license to the Elysian Fire Relief Association for Bingo December 6, 2014.

The motion for the adoption of the foregoing resolution was presented by Councilmember Thayer, and seconded by Councilmember Ziemer, and after full discussion thereof, and upon vote being taken thereon, the following voted in favor thereof: Thayer, Ziemer, McBroom, Opsahl, Stoen.

And the following voted against the same: None.

Whereupon said resolution was declared duly passed and adopted.

Dated this 10th. day of November, 2014.

ATTEST:

Patricia Nusbaum, City Administrator

Clinton Stoen, Mayor

A special meeting will be held on Tuesday, November 25, 2014, at City Hall at 5:00 p.m. to review with the City Engineer Chris Cavett, the scenarios of how the Environmental Utility Fund could operate.

A public meeting will be held on November 25, 2014 at 6:00 p.m. to allow public input on the 2014 levy and budget payable 2015.

On motion by Stoen, seconded by McBroom, all voting in favor, to proceed with sending letters to nuisance residences to clean up their property within fourteen days, and if they do not adhere to the letter, the Le Sueur County Sheriff's Office will be contacted for prosecution.

Thank you to Chuck Jamerson for a donation of a computer to Elysian's Emergency Management team which will be placed in the Tourism Center basement, the location of the base for operations during an emergency.

Nusbaum reported that FEMA representatives assigned for damages throughout the city during the June, 2014 storm, lost track of Elysian's issues and now a new person from FEMA has been assigned. Person now assigned seems to be anxious to get the work completed.

Councilmember Thayer brought for discussion and consideration of plowing Silver's Resort private drive. The city maintenance plow several private drives presently. On motion by Ziemer, seconded by Thayer, to approve the plowing of Silver's Resort private drive, with Attorney drawing up an agreement with Mr. Silver. Voting yes: Ziemer, Thayer, Opsahl. Voting No: McBroom, Stoen. Motion declared carried.

Council McBroom brought to the attention of the Council the need for all City personnel including Council to take an opportunity to take a NIMS (National Incident Management System) training course offered on what to do in case of a severe emergency. He suggested that when our city is called for mutual aid to help out another area community, each will know what role they will be playing and what is expected in that role. McBroom had been in contact with Ann Traxler, Le Sueur County Emergency Management Director, as to when courses can be scheduled.

On motion by Stoen, seconded by McBroom, all voting in favor, to approve the canvassing of the Municipal Election held on November 4, 2014 and to authorize a recount of the tied office of City Councilmember. Election voting results are as follows:

2014 CITY OF ELYSIAN ELECTION RESULTS

Mayor – Clinton Stoen – two year term – 221 votes cast

City of Elysian - Le Sueur County – 221 votes cast

City of Elysian – Waseca County – 0 votes cast

Councilmember position – Melanie Schlomann – four year term - 219 votes cast

City of Elysian – Le Sueur County – 217 votes cast

City of Elysian – Waseca County – 2 votes cast

Councilmember position – Brian Ziemer – four year term - 142 votes cast

City of Elysian – Le Sueur County – 140 votes cast

City of Elysian – Waseca County – 2 votes cast

Councilmember position – Dennis (Turk) Schnoor – four year term - 142 votes cast

City of Elysian – Le Sueur County – 142 votes cast

City of Elysian – Waseca County – 0 votes cast

City of Elysian-Write – In Votes – Mayor

David Rager – 2

Mark Hermel – 1

Brian Paul – 2

Bob Frechette – 2

Rick Childs – 2

Brent Larson – 2

Joey Schnoor – 1

Tony Schnoor 2

Mike Zimprich – 1

Rod Koster – 1

Brian Ziemer – 1

Fred Nikoley – 1

Grady Olson – 2

Tom Graham – 1

Tom Mc Broom - 1

Santa – 1

City of Elysian – Write in Votes - Councilposition

Rick Childs – 1

Clayton Roemhildt – 1

Mack Evans – 2

Attorney Moran brought before the Council an agreement he had negotiated with Verizon Wireless on additional space to be used by Verizon Wireless at the city water tower. On motion by Stoen, seconded by Thayer, all voting in favor, to accept the agreement with Verizon Wireless to place an industrial air conditioner at the base of the water tower for equipment in the tower at a rate of an additional fee from Verizon Wireless of \$350.00. per month.

After several meetings with the public, those involved with the campground, mobile home park, apartment buildings, and various other entities, a motion was made by Thayer,

seconded by McBroom, all voting in favor, to approve the water base charge policy as presented.

On motion by Ziemer, seconded by McBroom, all voting in favor, to approve bills, payroll, and transfers in the amount \$42,755.06.

On motion by Ziemer, seconded by Stoen, all voting in favor, to make contact with Joe Meixl to pay the escrow amount of \$2,500 by December 1, 2014.

Public Comment:

Mike Kauss – 6 Egret Lane – Was concerned about Council action of the last meeting regarding the setting of a dollar amount of \$25,000 on the lots in the Lake View Manor Subdivision which with the four lots in the unit would be \$100,000 for the property per unit. He was wondering if the price for the lots would be negotiable. He stated that all of the areas surrounding the City of Elysian area are aggressively doing building. With the construction of Fleet Farm and Walmart being built, people will be looking for housing. He wanted to know if the Council was being greedy in their asking price? Need to get the houses built to get more taxes or is the Council going to leave as is.

Motion was made by Stoen, seconded by McBroom, all voting in favor, meeting adjourned at 7:14 p.m.

Attest:

Clinton Stoen, Mayor

Patricia Nusbaum, City Administrator

**ELYSIAN CITY COUNCIL
SPECIAL MEETING
CITY ENGINEER – ENVIRONMENTAL UTILITY FUND
NOVEMBER 25, 2014
5:00 P.M.**

The Elysian City Council met in regular session on Monday, November 25, 2014, at City Hall at 6:00 p.m.

Roll Call: Mayor Clinton Stoen; Councilmembers Tom McBroom, Edna Thayer, Brian Ziemer, City Administrator Patricia Nusbaum. Also present: Engineer Chris Cavett. Absent: Councilmember Mary Opsahl.

Engineer Cavett explained the possibilities of how the Environmental Utility Fund would work. He offered different scenarios as to monthly costs for each property owner. The base rate was based on runoff from one acre of property and how much impervious surface coverage is on the property. An example would be taking the one acre times the Residential Equivalent Factor times the base rate would equal the monthly charge for that property.

Engineer will get back to the Council with additional information prior to the proceeding of the adopting of the Environmental Utility Fund as a monthly charge on the water and sewer utility billing.

On motion by Ziemer, seconded by McBroom, all voting in favor, meeting adjourned at 6:03 p.m.

**SPECIAL MEETING
TO RECEIVE PUBLIC INPUT ON THE 2014 LEVY AND BUDGET FOR
TAXES PAYABLE IN 2015.
6:04 P.M.**

Roll Call: Mayor Clinton Stoen; Councilmembers Tom McBroom, Edna Thayer, Brian Ziemer, City Administrator Patricia Nusbaum. Absent: Councilmember Mary Opsahl.

Special meeting was called to receive input from citizens on the 2014 budget and levy payable 2015. No one from the public was present.

Mayor Stoen mentioned that he had attended a Joint Fire Board meeting on November 24th. and indicated that several Fire Fighters may be retiring.

On motion by Ziemer, seconded by McBroom, all voting in favor, meeting adjourned at 6:19 p.m.

Attest:

Clinton Stoen, Mayor

Patricia Nusbaum, City Administrator

**ELYSIAN CITY COUNCIL
MINUTES
REGULAR MEETING
DECEMBER 8, 2014
6:00 P.M.**

The Elysian City Council met in regular session on Monday, December 8, 2014, at City Hall at 6:00 p.m.

Roll Call: Mayor Clinton Stoen; Councilmembers Tom McBroom, Mary Opsahl, Edna Thayer, Brian Ziemer, City Administrator Patricia Nusbaum, Public Works Director Ron Greenwald, Deputy Clerk Lorri Kopischke, and Attorney Jason Moran.

On motion by Thayer, seconded by Ziemer, all voting in favor, minutes of November 10, 2014 and November 25, 2014 were approved as presented.

On motion by Stoen, seconded by McBroom, all voting in favor, to approve the agenda with amendments

1. Discussion on outcome of the digging on intersection of Park and Second Street NE
2. Employee evaluations

Deputy Jeff Gilhausen, Le Sueur County Deputy, was present to update the Council on patrol the past month in the City of Elysian. He stated that it was very quiet. All seemed to be going well.

On motion by Stoen, seconded by Thayer, all voting in favor, to accept the 2014 election recount for City Council which tied at 142 votes each for Councilmember Brian Ziemer and Dennis Schnoor. Since State Statute allows a tie to be broken only by casting a lot, a motion was made by Stoen, seconded by McBroom, all voting in favor, to proceed with a toss of a coin. Mayor Stoen then proceeded to flip a coin to break the tie. Incumbent Brian Ziemer chose "tails" in the coin flip. After the coin flip Mayor Stoen then declared Dennis Schnoor the winner.

Administrator Nusbaum has been working with WW Blacktopping and former City Engineer on the settlement of the costs of the repair at the intersection of Park Avenue NE and Second Street NE. Attorney Moran stated that eventually someone's insurance will provide the compensation to cover the costs.

John Roessler, Emergency Management Director, gave an update on recent FEMA activity. Approval has been given to allow \$12,000 to be sent to the City for repair after the June 16, 2014 flood damage. Approximately \$55,000 is expected for overall damage repair.

**CITY OF ELYSIAN
ELYSIAN, MINNESOTA**

RESOLUTION 452/14

RESOLUTION ACKNOWLEDGING A DONATION FROM

ELYSIAN BANK

WHEREAS, the City of Elysian has received a donation in the amount of \$1,000.00 from the Elysian Bank,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ELYSIAN, MINNESOTA THAT: the City Council of the City of Elysian acknowledges and accepts a donation from the Elysian Bank in the amount of \$1,000.00 for the purpose of contributing toward the Community Digital Sign.

Upon vote being taken:

Councilmember Ziemer introduced the resolution and was seconded by Councilmember Thayer.

Council Members voting in the affirmative: Ziemer, Thayer, McBroom, Opsahl, Stoen.

Council Members voting in the negative: None

Adopted by the City Council of the City of Elysian this 8th. day of December, 2014.

ATTEST:

Patricia Nusbaum, City Administrator

Clinton Stoen, Mayor

**CITY OF ELYSIAN
ELYSIAN, MINNESOTA**

RESOLUTION 453/14

**RESOLUTION ACKNOWLEDGING A DONATION FROM
ELYSIAN AREA CHAMBER OF COMMERCE**

WHEREAS, the City of Elysian has received a donation in the amount of \$2,000.00 from the Elysian Area Chamber of Commerce,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ELYSIAN, MINNESOTA THAT: the City Council of the City of Elysian acknowledges and accepts a donation from the Elysian Area Chamber of Commerce in the amount of \$2,000.00 for the purpose of contributing toward the Community Digital Sign.

Upon vote being taken:

Councilmember Ziemer introduced the resolution and was seconded by Councilmember Thayer.

Council Members voting in the affirmative: Ziemer, Thayer, McBroom, Opsahl, Stoen.

Council Members voting in the negative: None

Adopted by the City Council of the City of Elysian this 8th. day of December, 2014.

ATTEST:

Patricia Nusbaum, City Administrator

Clinton Stoen, Mayor

**CITY OF ELYSIAN
ELYSIAN, MINNESOTA**

RESOLUTION 454/14

**RESOLUTION ACKNOWLEDGING A DONATION FROM
ELYSIAN FIRE RELIEF ASSOCIATION**

WHEREAS, the City of Elysian has received a donation in the amount of \$1,000.00 from the Elysian Fire Relief Association,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ELYSIAN, MINNESOTA THAT: the City Council of the City of Elysian acknowledges and accepts a donation from the Elysian Fire Relief Association in the amount of \$1,000.00 for the purpose of contributing toward the Community Digital Sign.

Upon vote being taken:

Councilmember Ziemer introduced the resolution and was seconded by Councilmember Thayer.

Council Members voting in the affirmative: Ziemer, Thayer, McBroom, Opsahl, Stoen.

Council Members voting in the negative: None.

Adopted by the City Council of the City of Elysian this 8th. day of December, 2014.

ATTEST:

Patricia Nusbaum, City Administrator

Clinton Stoen, Mayor

**CITY OF ELYSIAN
ELYSIAN, MINNESOTA**

RESOLUTION 455/14

**RESOLUTION ACKNOWLEDGING A DONATION FROM
SOUTHERN MN INITIATIVE FOUNDATION – HORIZONS, INC.**

WHEREAS, the City of Elysian has received a donation in the amount of \$2,000.00 from the Southern MN Initiative Foundation – Horizons, Inc.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ELYSIAN, MINNESOTA THAT: the City Council of the City of Elysian acknowledges and accepts the donation from the Southern MN Initiative Foundation – Horizons, Inc., in the amount of \$2,000.00 for the purpose of contributing toward the Community Digital Sign.

Councilmember Ziemer introduced the resolution and was seconded by Councilmember Thayer.

Council Members voting in the affirmative: Ziemer, Thayer, McBroom, Opsahl, Stoen.

Council Members voting in the negative: None.

Adopted by the City Council of the City of Elysian this 8th. day of December, 2014.

ATTEST:

Patricia Nusbaum, City Administrator

Clinton Stoen, Mayor

**CITY OF ELYSIAN
ELYSIAN, MINNESOTA
RESOLUTION 456/14**

**RESOLUTION ACKNOWLEDGING A DONATION FROM
NU CHEK PREP, INC.**

WHEREAS, the City of Elysian has received a donation in the amount of \$500.00 from the Southern MN Initiative Foundation – Horizons, Inc.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ELYSIAN, MINNESOTA THAT: the City Council of the City of Elysian acknowledges and accepts the donation from Nu Chek Prep, Inc. in the amount of \$500.00 for the purpose of contributing toward the Community Digital Sign.

Upon vote being taken:

Councilmember Ziemer introduced the resolution and was seconded by Councilmember Thayer.

Council Members voting in the affirmative: Ziemer, Thayer, McBroom, Opsahl, Stoen.

Council Members voting in the negative: None.

Adopted by the City Council of the City of Elysian this 8th. day of December, 2014.

ATTEST:

Patricia Nusbaum, City Administrator

Clinton Stoen, Mayor

Deputy Clerk Kopischke presented the delinquent utilities and asked that they be placed on the 2015 property owners taxes. On motion by Stoen, seconded by Thayer, all voting in favor, to approve the placement of delinquent utilities on 2015 property taxes.

On motion by Ziemer, seconded by McBroom, all voting in favor, to approve the 2015 licenses for the following:

Fischer's Bar	On Sale, Off Sale, Soft Drink, Sunday
Tucker's Tavern	On Sale, Off Sale, Soft Drink, Sunday
The Wilderness	On Sale, Soft Drink, Sunday
American Legion	Club, Soft Drink, Sunday
Trostem's Shady Shores	3.2 On Sale, Soft Drink
Pit Stop #60	3.2 Off Sale, Soft Drink, Off Sale
Casey's	3.2 Off Sale, Soft Drink
Elysian Chamber	Soft Drink
Candy's Alley Scoops	Soft Drink
Fire Department	Soft Drink

On motion by Stoen, seconded by McBroom, all voting in favor, to send a letter of support to the DNR toward their request for funding of the Singing Hills State Trail repair project.

On motion by Thayer, seconded by Ziemer, all voting in favor, to approve the non-waiving of the monetary limits on municipal tort liability established by MN Statutes, 466.04 to the extent of the limits of the liability coverages.

The following resolution was presented as follows:

RESOLUTION 457/14

RESOLUTION ADOPTING FINAL 2014 TAX LEVY, PAYABLE 2015

CITY OF ELYSIAN

LE SUEUR AND WASECA COUNTIES

BE IT RESOLVED; the Elysian City Council of the City of Elysian, Le Sueur and Waseca Counties, Minnesota that the following sums of money is levied for the current year, collectible in 2015, upon taxable property in the City of Elysian, for the following purposes:

General Fund	\$378,072
Fire Relief	\$ 12,962
Maintenance Replacement Eq.	\$ 27,000
Storm Sewer	\$ 5,000
City Hall Debt	\$ 31,738
2009 GO Improvement Levy	\$ 43,045
2012 Local Improvement Levy	\$ -0-

Total Final Levy \$497,817

Resolution was presented by Mayor Stoen, seconded by Councilmember Thayer.

Voting Yes: Stoen, Thayer, McBroom, Opsahl, Ziemer.

Voting No: None

The City Administrator is hereby instructed to transmit a certified copy of this resolution to the County Auditor for Le Sueur County and Waseca County, Minnesota.

Adopted by the Elysian City Council on December 8, 2014.

Attest:

Patricia Nusbaum, City Administrator

Clinton Stoen, Mayor

On motion by Stoen, seconded by McBroom, all voting in favor, to accept the retirement of Fire Fighters John Roessler (48 years of service) and Tom Laska (22 years of service) effective January 1, 2015. A round of applause was given for the appreciation of their work and dedication. Mayor Stoen wished them the very best.

On motion by Stoen, seconded by McBroom, all voting in favor, to hold a special year end meeting on Monday, December 29, 2014 at 5:00 p.m. to wrap up any year end business.

Thank you to Tucker's Tavern for their donation of a television each to the Tourism Center and to Emergency Management with base station in the basement of the Tourism Center.

Employee evaluations will be completed in December and the City Administrator evaluation will be held in a closed session after the special meeting on December 29, 2014.

Mayor Stoen offered discussion on considering for the future of looking at going with less paper for agenda, for storage of documents, and having more information available to the public regarding agendas, ordinances, and policies. Discussion will be held later on a possible intern or a company to work with in developing this technology.

On motion by Ziemer, seconded by McBroom, all voting in favor, to allow the bills, payroll, and transfers in the amount of \$107,036.23.

There was no public comment.

On motion by Stoen, seconded by McBroom, all voting in favor, meeting adjourned at 6:36 p.m.

Attest:

Clinton Stoen, Mayor

Patricia Nusbaum, City Administrator

**ELYSIAN CITY COUNCIL
MINUTES
SPECIAL MEETING
2014 YEAR END WRAP UP
DECEMBER 29, 2014
5:00 P.M.**

The Elysian City Council met in regular session on Monday, December 29, 2014, at City Hall at 5:00 p.m.

Roll Call: Mayor Clinton Stoen; Councilmembers Tom McBroom, Edna Thayer, City Administrator Patricia Nusbaum, and Deputy Clerk Lorri Kopischke. Absent: Councilmembers Mary Opsahl and Brian Ziemer.

Jason Moran was present to bring to the Council attention an ordinance consideration on Predatory Offender Residential Restrictions. He asked that a public hearing be held. On motion by Stoen, seconded by McBroom, all voting in favor, to hold a public hearing on the consideration of an ordinance regarding Predatory Offender Residential Restrictions.

On motion by Thayer, seconded by McBroom, all voting in favor, the year-end bills were approved in the amount of \$86,762.05

Administrator Nusbaum informed the Council that Silver's Resort, Bob and Beverly Silver, did not want the snow plowing service from the City and would not be signing the agreement.

Nusbaum said that Silver's had a water line break and used 45,000 gallons of water and at the request of Bob Silver that the sewer charge be forgiven since the water did not go through the sewer system. On motion by Stoen, seconded by McBroom, all voting in favor, there will be no sanitary sewer charge on the 45,000 gallons of water to be billed.

On motion by Stoen, seconded by McBroom, meeting adjourned at 5:15 p.m.

A closed session on the evaluation of Administrator Nusbaum was held following the meeting.

Attest:

Clinton Stoen, Mayor

Patricia Nusbaum, City Administrator